Agenda Item: 24b

The Queen Elizabeth Hospital King's Lynn
NHS Foundation Trust

Committee Chair's Assurance Report

Report to:	Board of Directors (in Public)
Date of meeting:	2 February 2021
Title of Report:	Assurance Report from the Finance & Activity Committee
Recommendation:	For assurance
Chair:	Graham Ward, Non-Executive Director
Purpose:	The report summarises the assurances received, approvals, recommendations and decisions made at the Trust's Finance & Activity Committee meeting on **20 January 2021.**
Background:	The Committee meets monthly and provides assurance on scheduled reports from all Trust operational committees with a finance and activity (including commissioning) brief.
Item for Escalation	**Business Planning 2021/22** The Committee received an update to the business planning process for 2021/22. The Committee recognised the work completed to date but was informed of the uncertainty relating to the publication of the national guidance and the uncertainty with regards to the publication of financial envelopes and detailed financial guidance. The Committee noted that this related to delays in the publication of national guidance and that the position with regards to national guidance was subject to further change. The Committee recognised the important of working within the STP/ICS but also recognised that significant engagement would be required with partner organisations outside of the STP/ICS (ie Peterborough and Cambridge and South Lincolnshire). The Committee will be kept informed and updated on a regular basis.
Item for Escalation	**Business Cases and Business Case Process** The Committee received a number of business cases that required scrutiny in advance of being presented to the Trust Board for final approval. This review emphasised the requirement to improve the quality of some of the business cases and highlighted the requirement to make significant improvements to the business case process. Business Cases reviewed were: Acute Procurement Collaboration Compact – Principles agreed and supportive of further collaboration. Amendments to governance aspects and membership being proposed before being endorsed for Trust Board approval. Family Liaison Officers – Business case to be revised, however principle agreed.

	Midwifery Staff Investment Requirement – Recommended to Board for approval. E-Observations IT Investment – Business case to be revised. Future Use of the Fermoy Unit – Business case to be revised in particular to consider what happens to the remaining areas of the Fermoy Unit and more details on the use of the freed up space created by relocating medical records. Replacement of Food Trolleys – Approved Sterile Services (Replacement of Washer Disinfectors and Steam Boiler Upgrade) – Business cases to be revised, however principles agreed.
Item for Escalation	**Treasury Management Policy Review** The Committee received a revised Treasury Management Policy (TMP) and noted a simplification due to the management, operation and inclusion within the Government Banking Service (GBS). The Committee approved the policy subject to an agreed change of wording within the objectives of the policy.
Item for Assurance	**Access Standards** The Committee received the monthly access standards report and noted the operational performance in the context of the operational pressures being faced. The Committee was informed of the move of red ED into the Day Surgery Unit and that this was leading to an improved situation for emergency care performance. The Committee was informed that the Trust was taking the opportunity to review the effectiveness of this and looking at new models of care.
Item for Assurance	**Finance and Activity Report Month 9** The Committee received the monthly finance report and was informed that the Trust delivered an actual financial position in line with the planned financial position. The position recognised the challenging operational pressures with additional capacity open as a result of the Trust's response to COVID. The Committee reviewed the range of financial forecasts that had been risk assessed and remained assured that the planned financial deficit for the year would be delivered.
Item for Assurance:	**Corporate Strategy Quarter 3 Update** The Committee noted the Trust's updated performance against Strategic objectives SO2 and SO4 as at Q3.
Item for Assurance	**Structural Integrity of Roof** The Committee received a report and update to the current position of the structural integrity of the roof. The Committee also received the presentation delivered at the January Board Development session for completeness. The Committee noted the ongoing work with respect to risk management and the financial headlines with regards the emergency capital business case preparation. The Committee will continue to receive regular updates on the roof.

Item for Assurance	**EU Exit Update** The Committee received an update paper following EU Exit on 1 January 2021. The Committee received the report and will continue to monitor any further guidance or potential impacts. The Committee also recognised the need to encourage EU nationals to apply for EU Settlement status within the defined timeframe.
Item for Assurance	**Diagnostic Assessment Centre (DAC) Update** The Committee received the update report on the work to date with regards the DAC. The high level implications, due to the reduction in the financial envelope, were discussed with more details to follow and to be fully explored as part of the Outline Business Case (OBC) process. The OBC will be presented to the Committee in line with the defined timeframes.
Risks to refer to risk register:	None to refer.
Other items of business:	Other items the Committee reviewed: • Better Hospital Finance Improvement • Significant Risk and BAF Report

Attendance

Attendees: G Ward – Non-Executive Director and Committee Chair
I Mack – Non-Executive Director
S Roberts – Non-Executive Director
C Benham – Director of Finance
D Smith – Chief Operating Officer
C O'Brien – Director of Patient Safety
C Shaw – Chief Executive Officer
A Prime – Trust Secretary
S Renwick – Governor and Memberships Officer (Minute Taker)

Apologies: S Barnett, C West-Burnham

Observers: Governors - A Walder, E Corner