

Update from the Board Committee – Investment & Workforce

For: Information

Summary: *This report briefs the Board on the key issues discussed at three meetings of the committee in September 2011.*

Action: *The Board is asked to note the issues highlighted in the report and agree any further action as required.*

Presented by: Richard Durban (Non-Executive Director)

Author: Richard Durban (Non-Executive Director)

Notes:

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| Trust objective: | Please list number and statement this paper relates to. <i>The Board Committees support the achievement of all of the Trust objectives.</i> |
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| Legal: | What are the legal considerations and implications linked to this item? Please name relevant act |
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| Regulation: | What aspect of regulation applies and what are the outcome implications? This applies to <u>any</u> regulatory body – key regulators include: Care Quality Commission, MHRA, NPSA & Audit Commission |
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| Date | 20 th September 2011 |
| Author | Committee Chair – Richard Durban |
| Audience | Trust Board Members |

The I&W Committee has met five times since the last public board, two full and three extraordinary meetings. The minutes of three of those meetings are attached to today's agenda. The most recent meetings held on the 13th and 20th September reviewed and then approved the Unscheduled Care full business case.

I highlight the following points:

- **Capital & Estates**

The capital programme is focussed on improving patient safety and quality of care through increased capacity and better flow and by providing a much better environment in the Emergency Department. It is ambitious and dynamic and will be challenging to deliver. We have assured ourselves that appropriate management and planning are in place to minimise risk.

Specifically we have approved full business cases for the Modular Ward build which provides 40 beds at a cost of £4.8 million and Unscheduled Care which, over a number of phases, expands and modernises ED, revamps and expands side rooms and creates capacity in Hazelwood – at a total cost of £4.4 million.

- **Workforce**

We have reviewed the 11/12 Training & Education plan to understand how needs are prioritised and limited resources allocated. This is more visible than in previous years. We discussed how the 12/13 plan could be improved including providing further clarity and establishing the optimal balance between centrally directed activity and divisional or individual requirements.

We received an update on how the appraisal and performance management system is working and were told that good progress was being made. Discussions resulted in a challenge to synchronise the appraisals of management grades around the start of the financial year to allow the co-ordinated cascade of targets from Trust objectives.

- **Business Planning**

Greater detail was added to the 12/13 planning process. We noted that a Business Planning Working Group has been established to drive this. The challenges include working with commissioners to ensure the timely provision of information and dovetailing annual and strategic work.

- The Committee's next meeting will be on 5th October 2011.

Richard Durban, Non-Executive Director and
Investment & Workforce Committee Chair