

TRUST BOARD IN PUBLIC	Date: 30 May 2013 Agenda Item:
REPORT TITLE:	Investment & Workforce Committee Chair Update
NON EXECUTIVE SPONSOR:	Richard Durban (Non Executive Director and IWC Chair)
REPORT AUTHOR:	Paul Simpson (Chief Financial Officer)
REPORT DISCUSSED PREVIOUSLY: (name of sub-committee/group & date)	No – Board update
Purpose of the Report and Action Required:	
<p style="text-align: right;"> Approval Discussion Information/Assurance <input checked="" type="checkbox"/> </p>	
Summary: (Key Issues)	
<p>The Investment and Workforce Committee has met on two occasions since the last update to the Board. The minutes of the 3rd April meeting form part of the Board papers. This report also covers the 1st May meeting.</p> <p>Capital & Estates</p> <ul style="list-style-type: none"> • The Committee received a paper setting early thinking on a 3-5 year capital program. It included an analysis of areas of the ESH which would be suitable for future development. • The Committee reviewed the post implementation review on the Unscheduled Care (ED and Hazlewood Ward). • The Committee was presented with an addendum to the mains electricity supply business case setting out the benefits to the Trust of having a high voltage cable laid instead of the original low voltage one. <p>Workforce</p> <ul style="list-style-type: none"> • The Committee reviewed the Workforce KPI's and received paper on the Organisational Development (OD) and Staff Survey (SS) which listed the many actions aimed at strengthening staff engagement. <p>Business Planning</p> <ul style="list-style-type: none"> • The committee received two updates to the Integrated Business Plan – one focused on governance, the other on our catchment area. 	
Relationship to Trust Corporate Objectives & Assurance Framework:	
<p>This Board sub-committee supports the achievement of all Trust objectives but of specific relevance is: Priority 3: Develop an effective organisation.</p>	

Corporate Impact Assessment:	
Legal and regulatory implications	<p>The IWC reviews assurance in respect of workforce, capital and investment projects, business planning (which includes financial planning) and cash aspects.</p> <p><u>Employment law</u>: laws governing the rights of individuals and terms and conditions terms include: National Minimum Wage Act 1998; the Working Time Regulations 1998; Employment Rights Act 1996; Equality Act 2010; Employment Rights Act 1996, and; the Transfer of Undertakings (Protection of Employment) Regulations 2006.</p> <p>Other key laws affecting employees include the Pensions Act 2004 and the Trade Union and Labour Relations (Consolidation) Act 1992.</p> <p><u>Financial performance</u> is subject to Schedule 5 of the NHS Act 2006 which provides the “breakeven duty”.</p> <p>Legal aspects related to capital works will depend on the nature of the works.</p> <p>The main regulators, are as follows:</p> <ul style="list-style-type: none"> • External audit (the Audit Commission for this Trust) give an opinion on the Trust’s compliance with International Financial Reporting Standards and with NHS accounting conventions – this is not purely financial and deals with procurement, fraud, transparency and legal duties. It also gives a Value for Money Conclusion on the Trust’s ability to put in place arrangements to deliver economy, efficiency and effectiveness in its use of resources. • The Care Quality Commission registers the Trust according to its compliance with regulations concerning the safety and quality of services
Financial implications	The report provides assurance about savings, capital spend and the structure of the business planning process.
Patient Experience/ Engagement	Indirect impact through Trust planning and workforce.
Risk & Performance Management	The committee, and this report, provides assurance about workforce and capital management.
NHS Constitution/ Equality & Diversity/ Communication	No relevant aspects
Attachments: paper	

Investment & Workforce Committee Chair Update

Date	30 May 2013 (I&WC was on 3rd Apr & 1st May 2013)
Author	Paul Simpson (CFO)
Audience	Trust Board Members

The **key points from the last 2 I&WC meetings** are as follows:

The IWC has met on two occasions since the last update to the Board. The minutes of the 3rd April meeting form part of the Board papers. This report also covers the 1st May meeting.

Capital & Estates

Longer term capital programme

The Committee received a paper setting early thinking on a 3-5 year capital program. It included an analysis of areas of the ESH which would be suitable for future development. The paper was welcomed and provoked discussion around maintenance and refurbishment – in particular how to modernise our older wards. Other points raised included the need to articulate future medical equipment needs and to take a view on the future satellite sites. It was noted that the programme would support our clinical strategy and would feed into the Estates Strategy to be presented to a future meeting.

Unscheduled Care PIR

The Committee reviewed the post implementation review on the Unscheduled Care (ED and Hazlewood Ward). The project saw the Emergency Department reconfigured to gain an improvement in layout and improve patient experience. The review concluded that the benefits of the original project had been achieved despite the deferral of some of the work to enable other capital projects deemed of a higher urgency to be completed.

Mains Electricity Supply Addendum Business Case

The Committee was presented with an addendum to the mains electricity supply business case setting out the benefits to the Trust of having a high voltage cable laid instead of the original low voltage one. The Committee was informed that due to growing demands for electricity by the Trust the high voltage cable would have to be put in at some point in the future. This would see approximately £100K of expenditure brought forward to ensure a better electricity supply to the Radiology new build project. Following discussions around the discounted cashflows of the project and the borrowing requirements of the Trust if the addendum was not approved the Committee approved the addendum to the business case.

Workforce

Workforce KPI's

The Committee noted and welcomed the improved delivery of appraisals and statutory and mandatory training and congratulated those involved. The focus would now be on the quality of appraisals. Nursing recruitment and retention was discussed and the Trust's actions to improve the situation noted.

Organisational Development (OD) & Staff Survey (SS)

The improved SS results were noted and welcomed. A paper was received which listed the many actions aimed at strengthening staff engagement. The committee asked that this be focused on specific actions with an idea of delivery dates. In addition the Committee was informed of a broader OD piece of work aimed at developing and embedding our clinically led structure and way of working.

Business Planning

Integrated Business Plan (IBP)

The committee received two updates to the IBP – one focused on governance, the other on our catchment area.

The IWC will now move to bi-monthly meetings with agendas split between longer term strategies, annual plans, individual business cases and on-going KPIs.

[END]