

TRUST BOARD IN PUBLIC		Date: 25th September 2014	
		Agenda Item: 4.2	
REPORT TITLE:		FOUNDATION TRUST PROGRESS UPDATE	
EXECUTIVE SPONSOR:		Michael Wilson Chief Executive	
REPORT AUTHOR:		Gillian Francis-Musanu Director of Corporate Affairs	
REPORT DISCUSSED PREVIOUSLY: (name of sub-committee/group & date)		FT Project Board 14.08.14	
Action Required:			
Approval	Discussion	Assurance (√)	
Summary of Key Issues			
This paper provides the Board with an update on progress for the Stage 2 milestones for the Foundation Trust application and other key activities.			
Relationship to Trust Strategic Objectives & Assurance Framework:			
SO5: Well – led			
Corporate Impact Assessment:			
Legal and regulatory implications		<p>The NHS Trust Development Authority (TDA) oversees all aspects of NHS trust performance.</p> <p>The TDA has a key role in supporting NHS trusts to develop their FT application and is responsible for approving all applications prior to submission to Monitor.</p> <p>Monitor, the Independent Regulator of NHS Foundation Trusts, undertakes its own assessment of FT applications to determine whether or not to authorise an NHS trust as a foundation trust.</p>	
Financial implications		NHS foundation trusts are required to comply with Monitors Risk Assessment Framework.	
Patient Experience/Engagement		<p>NHS foundation trusts are membership organisations with a Council of Governors which represents the interests of members of the trust and the public.</p> <p>The Council of Governors holds the non-executive directors to account for the performance of the Board of Directors.</p>	
Risk & Performance Management		NHS foundation trusts operate under licence from Monitor which stipulates any condition under which the trust must operate.	

	Compliance with governance and continuity of service licence provisions is through the Monitor Risk Assessment Framework.
NHS Constitution/Equality & Diversity/Communication	NHS foundation trusts have their own constitution which reflects the requirements of the Health and Social Care Act 2012.
Attachments:	
N/A	

TRUST BOARD REPORT – 25th September 2014 FOUNDATION TRUST UPDATE

1. Introduction

This paper provides an update to the Trust Board on progress for each of the outstanding Stage 2 milestones and other key activities:

- Inspection by the Chief Inspector of Hospitals
- TDA Board to Board
- Financial Due Diligence review
- Membership recruitment and engagement
- Governor Awareness & Elections
- Continuing implementation of the Board and Quality Governance Assurance
- Frameworks
- Development of the Integrated Business Plan (IBP), Long Term Financial Model (LTFM) and supporting strategies

2. Chief Inspector of Hospitals / CQC Inspection

The Chief Inspector of Hospitals / CQC Inspection took place from 20th May – 22nd May with the Quality Summit taking place on 1st August where the Chief Inspector's Judgement was given to the Trust. The inspection report was published on 6th August 2014 where the Trust was given an overall "Good" judgement. This now enables the Trust to move forward in the FT application timeline.

3. Trust Development Authority (TDA) Board to Board

As part of the Trust's board development programme a mock board to board took place on 4th September 2014.

The formal Board to Board meeting between TDA and the Trust is due to be held on 19th November 2014 as the final stage (3) of the TDA assessment and approvals phase. The outcome of which will determine the Trust moving forward to the Monitor assessment phase.

4. Financial Due Diligence

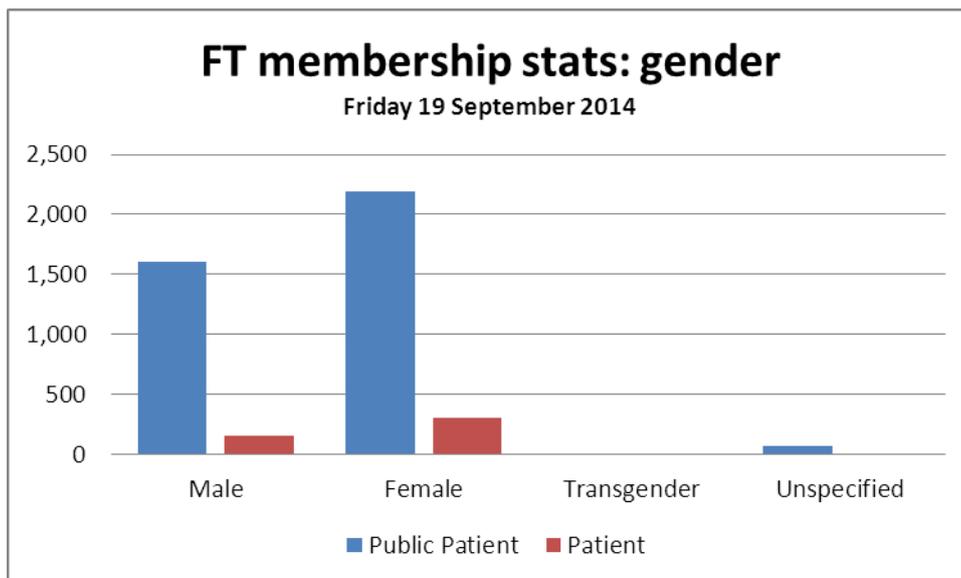
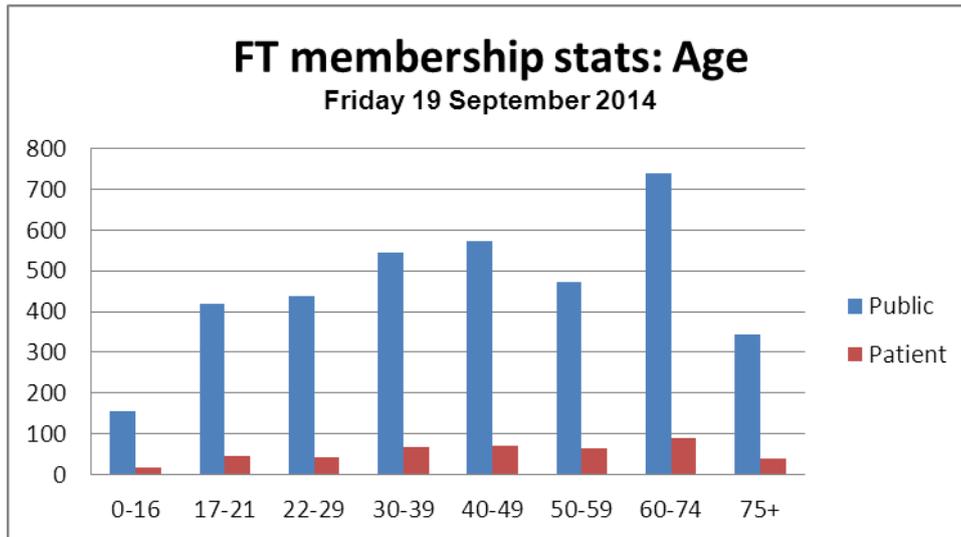
The process for the financial due diligence review is currently being revised by Monitor with details of the likely process and timing not yet known. However, as this is a key milestone for completion prior to the Monitor submission, we are awaiting confirmation from the TDA of the expected date which is likely to be in October 2014.

5. Membership Recruitment & Engagement

To support and increase membership recruitment and engagement activity following a competitive tendering process the Trust has entered into a contract with Membership Engagement Services (a subsidiary of the Electoral Reform Service) to provide membership support, including a membership database and targeted membership recruitment. MES currently provides membership services for a wide range of current and aspirant FTs and public sector organisations.

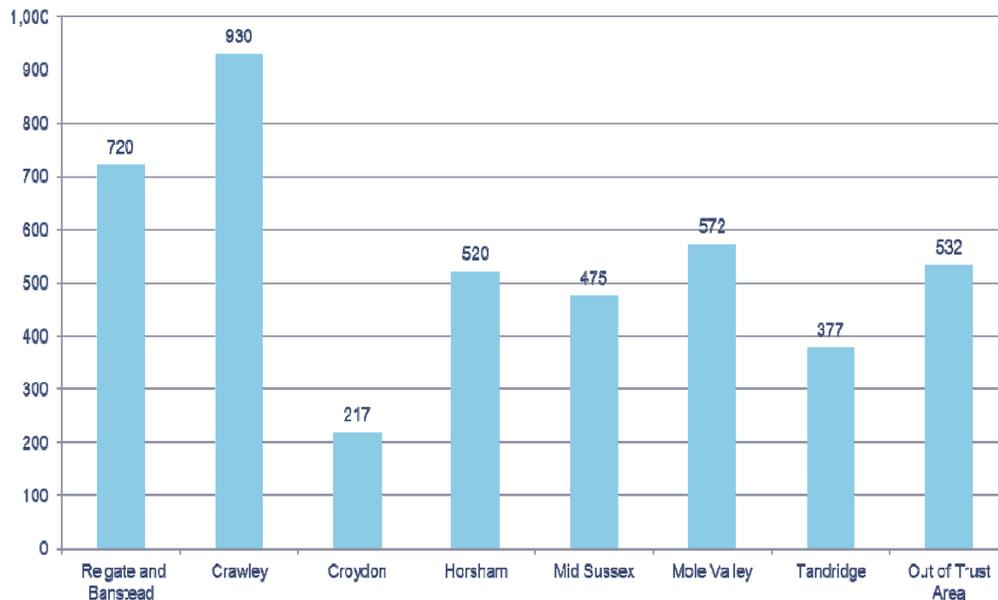
Recruitment activities have taken place at the following sites. East Surrey Hospital, Crawley Hospital and Horsham. In addition the MES recruitment team have attended local community events and venues across the geographical membership constituency areas to target specific communities to increase membership.

At the current time of drafting this report patient and public membership currently stands at 4,343 against a target of 5,500. Current analysis of membership by age, gender and constituency is reported below.



FT membership: Constituency breakdown

19 September 2014



Specific targeted activities to increase membership in the following areas are currently underway:

- 14 – 30 age group
- Male members
- Croydon constituency
- Horsham constituency
- Mid Sussex constituency

Engagement activities continue and include sending out:

- Welcome letters & Membership cards
- Health Focus magazine
- Annual Report Summary
- Invite to the Trusts AGM in September
- Invitation to the next “Hot Topic Event”
- Invitation to governor awareness sessions
- Outpatient Department patient and public focus group

6. Governor Awareness Events & Elections

The Trust has also confirmed that Electoral Reform Services is their provider of Governor Election Services. The TDA have confirmed that elections should take place after the formal Board to Board leading into the Monitor assessment phase. It is now likely that governor elections will run at the end of November/December 14.

The Trust has run three governor awareness sessions for patients and public with a total of 70 people attending plus there have been an additional increasing

number of enquiries about the Governor role. The Trust is planning to hold an additional session in October as well as specific sessions for staff.

Due to the recently published revised election rules, the FT Project Board approved that in addition to paper based voting the Trust will set up an online site which will allow online voting.

7. Board and Quality Governance Assurance Frameworks

Implementation of the action plans for both the Board and Quality Governance Assurance Frameworks (BGAF and QGAF) is on-going. The Trust undertook an internal QGAF self-assessment at the end of August and Deloitte will be undertaking a re-refresh of the external re-assessment of the QGAF in September/October 2014 with the aim of achieving a score of below 3.5.

8. Refresh of IBP, LTFM and other key application documents

The IBP and key application documents (including the LTFM, and supporting strategies) were updated and submitted to the TDA as part of the 14/15 planning cycle on 20th June 2014. All of these documents are undergoing a further refresh and re-submission to the TDA on 20th October which is one month prior to the formal Board to Board.

9. Summary

The FT programme remains on plan with good progress against the Stage 2 milestones and other key activities as described above.

Michael Wilson
Chief Executive
25th September 2014