

FINANCE AND WORKFORCE COMMITTEE CHAIR UPDATE

PUBLIC MEETING HELD on 26 January 2021

To the Trust Board

Date: 28 January 2021

Non Executive sponsor	David Sadler (NED – Chair of FWC)
Report author(s)	David Sadler (NED - Chair of FWC) Paul Simpson (CFO)

Action required:		
Approval ()	Discussion ()	Assurance (✓)

Purpose of report:
To provide an overview of items discussed and approved at the recent Finance & Workforce Committee (FWC) and to give assurance to the Board about FWC's activity.

Summary of key issues
<p>The FWC met virtually on 26 January 2021 using Teams.</p> <p>Given the demand on SaSH resources from the Covid crisis, the meeting was confined to 1 hour focused on necessary items only.</p> <p>FWC received and reviewed, discussed and took assurance from the reports for Finance, Workforce (abridged report), Capital and IT/Digital.</p> <p>Key issues are as follows:</p> <ul style="list-style-type: none"> • The M09 financial position was essentially balanced (£0.2m deficit) as required by the Covid-19 funding regime. The risk to the forecast remains the annual leave accrual currently forecast at £1.6m, but with a worst case of £4.2m above this (so £5.8m). This latter number is being submitted as a required return to NHSEI. • Lateral flow testing has been introduced to all Trust staff. The Trust started Covid vaccinations on 4th January and has completed 3,500 to date. Significant efforts are being made to support staff who are increasingly tired, dealing with high work load, lower levels of staffing per patient and high acuity. • Capital Expenditure remains on track, with an expectation of delivering the programme and

spending the capital budget by year end, albeit significant spending is necessary in the current quarter in part due to late confirmation of funds by NHSEI.

- The preparations for eSaSH (the EPR project) continue to plan.

Recommendation:

The Board is asked to note this report and confirm the assurance gained from its contents.

Relationship to Trust strategic objectives and assurance framework:

SO5: Well led – Be a high quality employer that focuses on staff health and wellbeing and delivers patient-centred, clinically-led, efficient services

Corporate impact assessment

Legal and regulatory impact	Ensures the Board are aware of current and new requirements, while contributing to assurance around the governance of financial management (regulation overseen by PwC as our external auditors, and also NHSi) and overall quality performance (regulation overseen by Care Quality Commission), particularly around the “Use Of Resources” domain.
Financial impact	The report and committee are part of Trust financial governance processes, including making decisions on business cases that incur costs and providing assurance on value for money.
Patient experience/engagement	The Committee highlights national requirements in place to improve patient experience and is responsible for approving business cases that will do the same.
Risk and performance management	Identifies possible future strategic risks that the board may wish to consider.
NHS Constitution/equality and diversity/communication	Includes where, relevant, updates to provide assurance of compliance and to support communication.

Attachments

- Short paper

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Agenda

The FWC met virtually on 26 January 2021 using Teams.

Given the demand on SaSH resources from the Covid crisis, the meeting was confined to 1 hour focused on necessary items only.

FWC received and reviewed, discussed and took assurance from the reports for Finance, Workforce (abridged report), Capital and IT/Digital.

Key points

The following items are highlighted for the Board's attention:-

1. Finance M07 2020/21 report

- The M09 financial position was essentially balanced (£0.2m deficit) as required by the Covid-19 funding regime. The small deficit occurs due to the way the spending falls and it is possible this will be rectified in the last 3 months of the year.
- The risk to the forecast remains the annual leave accrual currently forecast at £1.6m, but with a worst case of £4.2m above this (so £5.8m). This latter number is being submitted as a required return to NHSEI. The accrual for annual leave is seen as a justifiable reason for a deficit, but it is unclear whether the centre will fund this deficit or leave it sitting with the Trust to fund, adversely affecting our financial position.

2. Workforce M08 2020/21 Report

- Lateral flow testing has been introduced to all Trust staff.
- The Trust started Covid vaccinations on 4th January and has completed 3,500 to date. Take up has been reasonably good. Some staff who are shielding have not yet been vaccinated. Bank and Agency staff are included in the programme and it will shortly be extended to Healthcare workers in the area.
- Significant efforts are being made to support staff who increasingly are tired, dealing with high work load, lower levels of staffing per patient and high acuity.
- Sickness has been high with 500 Covid related absences in January on top of a normal base level of 200 absences for other reasons. This level is higher than other Surrey Heartlands hospitals. Data is being sought as to how this compares when adjusted for Covid in the hospital's catchment area (noting Crawley is known as a high Covid level area) and against staff numbers .

3. Capital M08 2020/21 Report

- Capital Expenditure remains on track, with an expectation of delivering the programme and spending the capital budget by year end, albeit significant spending is necessary in the current quarter in part due to late confirmation of funds by NHSEI. For example VIE capital was only confirmed a week ago and some Covid capital is still to be confirmed.
- There is risk of underspending, but the committee received affirmation of intentions to avoid that, including by bringing forward spend from the two year programme (and potentially pushing other spend into that second year).
- Additional resource has been brought in to assist with the VIE and O₂ programme so that the 1st Phase relating to more extensive distribution will be complete by 5th February. Phase 2 will complete by end March at which point available flow rates will be 4 times higher than previously.

4. Digital M08 2020/21 Report

- The preparations for eSaSH (the EPR project) continue to plan.
- The executive alignment meeting is scheduled with Cerner for 12 February 2021. It was agreed this is an important meeting for an important project, however Executive availability will need to be assessed nearer the time to ensure the meeting has full value.

Recommendation

The Committee took assurance from the reports presented. The Board is asked to note this report and the assurance provided by the FWC's activities.

David Sadler and Paul Simpson
NED & Chair of FWC and CFO
22 December 2020