

ITEM: 11

MEETING: Trust Board – 21 November 200	7		
TITLE: Corporate Objectives 2007/08			
<b>SUMMARY:</b> The attached table sets out the properties for the year from 1 <sup>st</sup> April 2007. They are map formed the basis of the strategic objectives identity.	performance to date against corporate objectives ped against the critical success factors which ntified in the 2007-8 Annual Plan.		
ACTION: Information			
REPORT FROM: Susan Sorensen, Direc	ctor of Strategy & Performance		
SPONSORED BY: David Sloman, Chief E	xecutive		
Financial Validation  Lead: Director of Finance	Not applicable		
Compliance with statute, directions, policy, guidance	Not applicable		
Lead: All directors			
Compliance with Healthcare Commission Core/Developmental Standards Lead: Director of Nursing & Clinical Development	Reference: Not applicable		
Compliance with Auditors' Local Evaluation standards (ALE)	Reference: Not applicable		
Lead: Director of Finance			
Compliance with requirements of FT application and monitoring regime	Reference: Not applicable		
Lead: Director of Strategy & Performance			

## Corporate Objectives 2007/2008 6 months progress report

Critical success factors/	Deliverables	Progress at 6 months	Achieve by
Individual objective			
1. Employing competent, motiv	vated staff	I .	
1.1 Develop a five year workforce plan	Workforce plan in place to support delivery of patients services within the business plan 2007 – 2012	Workforce plan completed to form part of the IBP	Mar 08
1.2 Implement the Electronic Staff System and achieve benefits realisation	<ul> <li>Improve Trust's operational management to achieve resource efficiencies and service improvement</li> </ul>	ESR project on track. Milestones achieved.	Mar 08
Develop and implement a     medical workforce plan taking     account of EWTD and the CIP	Medical workforce to match demand: MMC and August service	Achieved	• Aug 07
requirements	Medical workforce; EWTD 2009	Medical workforce group established and workforce plan included in IBP	Mar 08 and ongoing
	Match consultant job plans to SLA requirements	Job planning completed via CDs and GMs. Dr Foster's product procured to support appraisal.	Mar 08     and     ongoing
	Medical workforce: Plan appropriate balance between permanent and temporary staff		<ul><li>Mar 08 and ongoing</li></ul>
1.4 Implement the Trust leadership strategy	Continue to roll out of leadership development programme of Trust Board	Board Leadership programme in development: first phase to be completed by the end of Dec 07	• 31 Mar 08
	External programme to be procured with outputs developed to measure benefit across the Trust	Tender Process has been completed and contract currently being confirmed to roll out Leadership Development Programme within the Trust	Timetable to be agreed
2. Being operationally excelled	nt	I <del>-</del>	T
2.1 Achieve the service trajectories required to meet		<ul> <li>The project structure is in place. PCTs engaged and meeting with Trust</li> </ul>	

the 18 week Referral to		monthly, diagnostic project underway.	
Treatment target		External assurance and recommendations have been provided by DH Intensive Support Team	
	6-week Diagnostic, 5-week Outpatient and 11-week elective targets met (minimum).	Interim trajectories fully met	• Mar 08
	<ul> <li>Interim internal targets for data collection and waiting time reductions met.</li> </ul>	<ul><li>Pathway mapping 50% complete</li><li>Data collection at 45-50%</li></ul>	• Dec 08
	<ul> <li>Formal costed proposal for reducing diagnostic waiting times for diagnostics to &lt; 2 weeks drawn up for consideration by the Trust Board</li> </ul>	Capacity requirements for a) backlog clearance and b) equilibrium in all specialities will be complete by end October	• Oct 07
2.2 Achieve all operational performance and financial targets	Deliver access targets	<ul> <li>All access targets with the exception of reduction of HAI being delivered to plan.</li> <li>OPD, admissions and waiting list policies and practices being reviewed to minimise risk of breaches.</li> </ul>	• Mar 08
2.3 Align capacity and demand across the Trust	Delivery of the 'Making Best Use of Beds' Project	<ul> <li>Surgical bed reconfiguration agreed and implemented – Surgical LoS has reduced.</li> <li>Medical bed configuration reductions maintained, and AAU opened on 24/9/7</li> <li>Project re-launch in October 2007. Focus on surgery and overall LoS reduction of 1-2 days to support further reduction in bed base.</li> </ul>	• Review Oct 07
	Increase the efficiency of the Operating Theatres	<ul> <li>2 week theatre plan in place</li> <li>SLA being delivered to target.</li> <li>Theatre IT system agreed and implementation plan underway</li> <li>Productivity plan being developed for implementation from October 2007 onwards</li> </ul>	• Mar 08
	Plan and open a Paediatric Emergency	<ul> <li>Specification agreed and currently out to tender.</li> </ul>	• Mar 08

	Department	Plans in place to be fully operational by April 2008	
	Complete the NICU/Maternity Business Case and deliver an Immediate Solution to protect activity	<ul> <li>Expanded NICU/SCBU opened in October 2007</li> <li>Business case for longer term solution incorporated into SOC planning.</li> </ul>	• Sep 07
	Agree an approach for flexing capacity in line with demand management plans	<ul> <li>Service level costing work well underway</li> <li>18 week capacity planning will inform planning</li> </ul>	• Sep 07
3. An integral part of the local	health community's health resource		
3.1 Increase the market share of referrals to the Whittington	Market shares improve	<ul> <li>Market share in Haringey up by 5.1 % and Islington by 3.9% during the period Sept 2006 to June 2007</li> <li>From April to June 2007 (0.3% and 1.8% respectively)</li> </ul>	• Mar 08
3.2 Operationalise the Day Treatment Centre	Day Treatment Centre open	<ul> <li>Activity plans completed on basis of IBP so fit for purpose</li> <li>Clinical teams engaged and visiting unit</li> <li>Matron in place</li> <li>Marketing plans being drawn up linked to activity and workforce plans</li> <li>Procurement plans on target</li> </ul>	• Feb 08
3.3 Respond to demand management initiatives, especially within the outpatient services	Balanced ie in OPD	<ul> <li>Awarded bids for diabetes in Islington, anticoag in Barnet; Health Foundation CCH started; RCRP continues; Involvement in Hornsey Central</li> <li>Gynae – shortlisted but not progressing</li> <li>Bariatric –decision due 3/11</li> <li>Outpatient Steering Group reviewing management structure</li> </ul>	• Mar 08

4. Financially robust			
4.1 Produce long-term financial plan/model and completion of all financial aspects of the Integrated Business Plan. Ensure that the requirements of Monitor are met to the required standard.	Complete templates (Monitor)      Financial sections of the Integrated Business Plan	<ul> <li>Achieved</li> <li>First iteration (end of June) for templates with headline messages</li> <li>Achieved</li> <li>Successive iterations in accordance with FT timetable</li> </ul>	
	Contribute to the identification of solutions for producing a recurrent surplus from 08/09	Achieved	
	Implement review of Finance dept structure and improve "fitness for purpose"	<ul> <li>Review completed: 5 out of 6 appointments under offer by 11<sup>th</sup> October. Training plan in place</li> </ul>	• Jun 07 onwards
4.2 Achievement of all financial duties in 2007/08 including monitoring the delivery of the	Balanced plan with a surplus of £1.4m at year-end.	On target to achieve £1.4m	• May 08
£6.6m additional CIP.	CRL achievement	Plans within CRL (currently underspent)	• May 08
	Regular reporting of CIP	Reporting system in place: CIP on target	Mar 08     Ongoing
	Manage cash/EFL	High cash balance and interest at present	• Mar 08
	Improve underlying position	Recurrent deficit altered by new savings and reserves to become a recurrent surplus	Ongoing
	Achieve Directorate budget	• Currently underspent by £23k @month 5	• May 08
	Support the agreement of SLAs		• Feb 08
4.3 Development of Patient Level Costing and trading accounts throughout the Trust.	Selection of software	Power Health Solution procured	• Sep 08

	Project group organisation	PID & Project team established. Report to F&P	
	Apportionment/allocation methodologies	<ul> <li>Extracting data from feeder systems in required format</li> <li>Defining costing rules</li> </ul>	
	Revised reporting structure	Tested on June 07 data  In progress due December 2007	Aug 07 onwards
5. An integral part of the local	health community's health resource		
5.1 Lead the overall project for	Detailed project plan for FT application		<ul><li>May07</li></ul>
securing authorisation as a		All formal application milestones	
Foundation Trust	Production of consultation documentation	met so far3 <sup>rd</sup> draft includes assessment of impact of non-PFI	• Jun 07
	Management of consultation process	investment in maternity/neonatal services (approx £30m) and will be discussed with commissioners first	• Jul –Sep 07
	Development of Integrated Business Plan including commissioner support	half of October	• Sep 07
	Development of governance documentation		• Sep 07 • Oct 07
		<ul> <li>Governance documentation under development during October to take account of outcome of consultation. Model constitution being customised following legal advice and FT Board discussion.</li> </ul>	
		Consultation completed over 400 organisations contacted and a reasonable range met with directly. Meetings with Islington and Haringey OSCs. Successful staff ambassador scheme supplemented by recruiter employed on the bank. Membership reached 2,000 by time of submission to DoH 2 November.	

	Submission to Department of Health		Nov 07
	Develop membership base and prepare for elections		
	Submission of application to Monitor		• Jan 08
	Hold elections		• Feb 08
			• Mar 08
	Preparation for Board to Board		• 1 Apr 08
	Authorisation		
5.2 Develop a performance management framework that delivers compliance with the	Review of current performance management processes		• Jul 07
requirements of Monitor	Rationalisation	<ul> <li>Preliminary review in the context of the governance section of the FT application.</li> <li>Project Board established to develop integrated management reporting.         Progress delayed by vacancy of senior information analyst – now filled.         Resources diverted to service line costing.     </li> <li>Establishment of system to archive key documentation for demonstrating compliance. Also investigating functionality of risk management information system (Safeguard</li> </ul>	• Sep 07
	Integration of new elements arising from FT regime		• Jan 08
	Development of management information for FT Board decision-making		• Jan 08
	Robust library and information retrieval systems		• Mar 08
5.3 Ensure that the PFI contract is managed so as to minimise service and financial risk	<ul> <li>Close monitoring of construction and FM through project team, technical meetings and Liaison Committee</li> </ul>		Ongoing

	Strict application of project agreement		Ongoing
	Negotiation of change of control and long stop date		• Jul 07
	Agreement on derogations		• Jul 07
	Alignment of objectives of PFI co and Trust	<ul> <li>Contract monitoring is tight. FM performance monitoring has been taken over by Whittington because of failure of JAS FM to provide accurate information. Payment mechanism being applied and deductions made.</li> <li>HboS have taken control of WFL following SMIFs sale of its PFI portfolio. New long stop date not negotiated – focus on using the payment mechanism as incentive to complete.</li> </ul>	Ongoing
	Option appraisal of potential scenarios	Termination options to be reviewed following completion DTC.	• Dec 07
6. Exhibiting high standards of	f customer care		
6.1 Reduce the incidence of HCAI	Implement integrated infection control action plan	Underway. Being monitored by Infection control committee.	Dates as plan
	Prepare for potential HCC inspection	HCC inspection. SH visit on 11 September. Formal report awaited.	• Dep on HCC
	Deliver target reduction in MRSA bacteraemia	Sep 2 MRSA (target of 3) YTD is 10 (4 above trajectory). Three month rolling average on target	• Mar 08
	Deliver 15% reduction in C Diff infections	YTD (sept) is 89 (5 above trajectory)	<ul> <li>Mar 08</li> </ul>
6.2 Respond effectively to feedback from patient	Complaints managed at 90% within 20 days	• YTD (Aug) is 94.77%	• Mar 08
experiences	Process for clear follow-up of actions promised in complaint responses	Not yet in place. New complaints manager in post- plans to confirm process by December 07	• Jul 07
	Review of complaints management process to reduce bureaucracy	<ul> <li>Process mapping day held 24 Sept.</li> <li>Currently being written up</li> </ul>	• Jul 07

	Trust-wide programme in place for all staff on dignity & respect	<ul> <li>Initial work done with MB. No further progress.</li> </ul>	• Sep 07
	Monthly patient satisfaction surveys (inpatient and outpatient)	In place and outcome reported to Board. Now being led by SH	Apr 07 onwards
	<ul> <li>Ensure all wards comply with mixed sex guidance</li> </ul>	<ul> <li>In place following opening of MAU. Bed management policy currently under review (KS)</li> </ul>	Apr 07 onwards
6.3 Improve the quality of nursing care	Visible leadership programme – plan in place for rest of year	Confirmed plan in place to end of December	Apr 07     onwards
	Balanced scorecards for wards using VLP audit results	Draft accreditation scheme agreed at Sept infection control committee. To be rolled out in October.	May 07 onwards
	Deliver improved scores for nursing in patient surveys	<ul> <li>Draft accreditation scheme agreed at Sept infection control committee. To be rolled out in October.</li> <li>Action plan in place in response to previous survey. Next survey not yet done.</li> </ul>	• Mar 08
	Introduce Productive Ward Initiative – apply to be a learning partner	<ul> <li>Part of NHS London learning set.         Showcase ward identified.         Implementation plan to be firmed up over October.     </li> </ul>	• Sep 07
7. Providing a suitable environ	ment for care		
7.1 Deliver the Whittington Promise of having a hospital that is clean.	Re-energise the FSA programme through training and education	<ul> <li>Improved leadership on wards being developed in conjunction with the visible Leadership programme.</li> <li>Ward manage instruction programme being developed in conjunction with Lisa Smith.</li> </ul>	• Mar 08
	Improve ward audit programme and deliver results to committee	49-point survey introduced through visible leadership programme. Investment in PDA hand helds agreed by CMC to assist in delivery of audits to ICC and Environment & Food Hygiene Group	• Oct 08

	Continue to monitor public space audits and deliver results to committee	Monitoring on-going and reported to the EFHG	• Oct 08
7.2 Improve the quality of the inpatient food service	Menu and dietary review	New menus introduced to older people's wards and children's ward Estimate completion date for the printing of the patient menu pack September 2008	• Sept 08
		Automated menu scanning due to launch in November     Estimated implementation of separate menu for elderly patients Aug 08	• Nov 07
	Revitalised and re-energised DQMS programme	DQMS leadership on wards being developed in conjunction with the visible Leadership programme. Ward manager instruction programme being developed in conjunction with Lisa Smith and the Clinical Nutrition Steering Group	• Dec 07
	Purchase and installation of new regen trolleys	Procurement programme on track	• Nov 07
	Improved audit results and patient feedback	<ul> <li>Audits on-going. PDAs being purchased to assist in data gathering and analysis.</li> </ul>	• Mar 08
7.3 Improve the physical condition and environment of the hospital buildings.	Improved management of capital programme	Works prioritised and performance managed through the CMC and F&P	• Sep 07
nospitai bullulligs.	Faster identification of critical schemes and improved evaluation methods to assess priority	<ul> <li>Medical records and OPD identified as a priority scheme in May '07. Records scheme scoped and tendered and on site within 6 weeks.</li> </ul>	Immediate
	Delivery of c£2m improvement works to trust premises	• £3.5m schemes identified and planned for the current financial year.	• Mar 07

8. Delivering high standards o	f clinical care		
8.1 Relocate Health Records library and implement Casenote Tracking software.	Relocate HR library in fit for purpose	On Schedule. Level 1 strip out due for completion end of Sept. The tender documentation for the refurbishment and the racking went out the end of October	• Dec 07
	Implement Case Note Tracking	<ul> <li>Software ordered from McKesson, currently awaiting confirmation of project resource and plan from McKesson</li> </ul>	• Nov 07 On schedule.
8.2 Upgrade Business Objects to support real time reporting	Go-live new Business Objects infrastructure	Completed	• Jun 07
8.3 Install Replacement Pathology System and New Order	Go-live of new Pathology system	Completed	Apr-May 07
Communication System (OCS)	Go-live Pathology results reporting OCS	Completed	Apri-May 07
	Go-live Imaging results reporting and order entry OCS	<ul> <li>Delayed due to CfH\BT 3<sup>rd</sup> party supplier functionality and interface issues. Scheduled for Nov 07 go-live</li> </ul>	• Sep 07
	Go-live Pathology order entry OCS	<ul> <li>Delayed due to Winpath go-live "settling in" period plus lack of both Pathology and IM&amp;T resource. Scheduled for January 08 go-live.</li> </ul>	• Sep 07
8.4 'Additional Services' as part of IM&T strategy to operate effectively as a Foundation Trust.	Develop real time data quality reports	<ul> <li>Delayed due to non appointment of Data Quality manager. A4C post now banded will go out to advert October 07. Aim to have first reports running by Dec 07.</li> </ul>	• Sep 07
	Develop integrated activity and finance reports (HR will integrated when ESR goes live April 2008)	<ul> <li>Delayed due to long term sickness of IM&amp;T Development manager and higher priorities in Finance (PLICS, Foundation Trust)</li> </ul>	• Dec 07
9. Undertaking education and	•		
9.1 Implement the Fitness for Purpose review of the Trust	Implement key findings		• Apr 08
research functions.	<ul> <li>New Director of R&amp;D in post. New strategy on target for implementation by April 2008</li> </ul>		