

Item 08/123
DOC: 9

Meeting: Trust Board Part 1
Date: 16 July 2008

Title: Report from FT Programme Board

Executive Summary: The attached paper provides the board with an overview of the work undertaken by the FT programme Board.

Included as an appendix is a progress report against the recommendations from both the Ernst & Young's due diligence reviews. Outstanding items are:

- o The fitness for purpose work by KPMG of the finance function which is currently underway.
- o The development of the IM&T strategy which will be brought to the Trust Board in September
- o The development of the 2009/10 CIP.

The FTPB are meeting on 11 July to review the development of the Long Term Financial Model (LTFM) and a verbal report will be brought to the Trust Board following this.

The paper updates the board on the development of the Council of Governors, the by-election in Whittington South constituency and membership recruitment.

Action:

1. To note progress to date
2. To discuss and review the FT application timeline

Report from: David Sloman, Chief Executive, Chair of the Foundation Trust Programme Board

Sponsor:

Financial Validation

Lead: Director of Finance

Name of finance officer

N/a

Compliance with statute, directions, policy, guidance

Lead: All directors

Reference:

FT application process

Compliance with Healthcare Commission Core/Developmental Standards

Lead: Director of Nursing & Clinical Development

Reference:

N/a

<p>Compliance with Auditors' Local Evaluation standards (ALE)</p> <p>Lead: Director of Finance</p>	<p>Reference:</p> <p>N/a</p>
<p>Evidence for self-certification under the Monitor compliance regime</p> <p>Lead: All directors</p>	<p>Compliance framework reference:</p> <p>Management of the Governance risk rating</p>

Report from FT Programme Board

PURPOSE OF THE REPORT:

1. To report to the Board on the foundation trust (FT) application, outlining progress against key milestones.
2. To detail for the Board decisions made by the FT programme board (FTPB) and request ratification
3. To detail, through exception reporting, issues which the Board should note or discuss to determine way forward.
4. To provide detail of aspects of the application which require decisions to be made by the Board.
5. To update the board on the business of the Council of Governors and the progress with developing the membership base.

1.0 Corporate governance

Due Diligence

Following the Trust's due diligence assessment by Ernst & Young in Feb 2008 an action plan was developed which details the tasks, responsibilities and timescales for completing the work which addresses the recommendations set out in the due diligence report. KPMG were engaged to quality assure the outcomes of the work undertaken to deliver the changes recommended by E&Y.

Progress against each of the actions can be found at appendix 1. All items have now been actioned with the work against three items yet to be completed as follows:

- o The fitness for purpose work by KPMG of the finance function which is currently underway. KPMG are presently undertaking a detailed user survey and 1:1 meetings with managers and budget holders and a draft report is expected by mid July
- o The development of the IM&T strategy which will be brought to the Trust Board in September
- o The development of the 2009/10 CIP. Schemes have now been identified and the project plan and financial analysis of these will be presented to a future Trust Board.

2.0 The financial model

Work on the development of the revised Long Term Financial Model (LTFM) has progressed and the FTPB is meeting on 11 July 2008 to review the first draft revised LTFM. The Board will be given a verbal update of progress and findings at the meeting.

KPMG has been engaged to undertake a quality assurance review of the LTFM once it is complete.

The board is asked to note the progress of the development of the first draft revised LTFM and to discuss findings relating to the first draft.

3.0 Integrated business plan

Re-writing of the Integrated Business Plan will commence in August and the project plan indicates that the version 9 of the document should be presented to the Board in September.

The board is asked to note that there may be some slippage against this planned timeline depending on the results of the first draft revised LTFM and what further work is required following this.

4.0 Membership Office

The Trust has now substantially appointed Ms Sue Maskell as the Membership Manager. Sue's role will be to be the first point of contact with the Council of Governors (CoG) and the membership, to assist Governors in their duties where required and to provide customer care to the membership. Her duties include growing the membership in order to reach the targets set by the Trust, organising events for the membership, assisting the CoG to meet their constituents, undertaking the arranging of CoG meetings, maintaining the Trust's membership database and providing membership diversity reports to the board twice yearly.

5.0 Council of Governors

Governors

There have now been four meetings of the Council of Governors (COG) which have focused on the induction and orientation of Governors and discussions about what the role of the Governors is at the Whittington.

Governors have had tours of the hospital which followed patient pathways and pointed out the contrast between old and new buildings and what has been achieved in terms of redeveloping patient environments.

Elections

The by-elections for the vacant seat in the Whittington South constituency are now underway. Three members of the constituency are standing and their election statements can be found at appendix 2. Polls close at noon on 28 July 2008 and results will be known on 29 July 2008.

6.0 Membership Update

The trust is working to achieve a membership target of 4,500 by 1 October 2008. Patient and public membership is currently 4,314.

The membership officer and Governors are attending a number of community events during the summer months to target recruitment of groups who are underrepresented within the diversity of the membership

7.0 Conclusion

The Board is asked to note the progress with the different elements of the Trust's FT application. The initial findings of the first draft revised LTFM will be verbally presented to the board.

Details of any item outlined above can be found in the FTPB meeting papers and minutes