

Item 08/137
DOC: 8

Meeting: Trust Board Part 1
Date: 17 September 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.

Detailed within the paper is an update of the context for the Trust's FT application. Progress with the development of the next iteration of the Integrated Business Plan is outlined.

Attached as an appendix is a progress report against the recommendations from both the Ernst & Young's due diligence reviews. The paper outlines progress against the following outstanding items

- o The fitness for purpose work by KPMG of the finance function
- o The development of the IM&T strategy
- o The development of the 2009/10 CIP.

The paper details for the Board preparation that is underway to support the self-certification process.

The paper updates the board on membership recruitment and the development of the Council of Governors.

Finally, the paper outlines the recommendation by the FT Programme Board for re-submission of the Trust's FT application on 1 December 2008.

Action: To note progress to date and discuss the recommendation for re-submission of the FT application on 1 December 2008.

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

<p>Compliance with Healthcare Commission Core/Developmental Standards</p> <p>Lead: Director of Nursing & Clinical Development</p>	<p>Reference:</p> <p>N/a</p>
<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 detail for the Board decisions made by the FT programme board (FTPB) and request ratification.
2. To report to the Board on the foundation trust (FT) application, outlining progress against key milestones.
3. To detail, through exception reporting, issues which the Board should note or discuss to determine way forward.
4. To update the board on the business of the Council of Governors and the progress with developing the membership base.

1.0 Context

NHS London is undertaking an assessment process to determine which Trusts are likely to succeed in FT application and to put in place support for those Trusts with their application. Following our submission last year, Steven Hay, Monitor Chief Operating Officer, wrote to confirm that our new application deadline is 31 March 2009. To be authorised by 1 April 2009 our FT application will need to be submitted to Monitor on 1 December 2008.

2.0 Integrated business plan

It is essential that our re-submission include the impact of the Healthcare for London review on services delivered by the Whittington. To this effect the "Darzi Grid" has been developed and is presented to the Board under separate cover. It is also essential that there is consensus from NHS London and the PCT about the impact assessment, and the Board is asked to note the progress made in gaining such consensus.

Re-writing of the Integrated Business Plan commenced in August. Version 9 of the document will be presented to the Board in November.

3.0 The financial model

Work on the development of the revised Long Term Financial Model (LTFM) has progressed and some detail of the LTFM is being presented to the Trust Board for discussion at the September Board seminar. Key risks have been identified and in 2008/9 these are the delivery of the CIP and the required surplus. The 2009/10 risks are being presented to the Trust Board in the seminar presentation.

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 LTFM.

4.0 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 still in progress as follows:

- The fitness for purpose review of the finance function by KPMG has now finished and their report has been submitted. Two elements for further development and these are forecasting and the integration of the management account function within the operational services. An action plan has been drawn up to address the recommendations made and progress is being made against this.
- The development of the IM&T strategy has been completed and is being presented under separate cover at today's Board meeting
- The development of the 2009/10 CIP. Schemes have now been identified with managers. Project plans are in development for each of the schemes and details of these will be presented to a future Trust Board.

Self certification

The process of self-certification of the Board Statement on governance as part of the FT application was identified as an area of development for the next stage of the application process. Parkhill Audit Agency, the trust's internal auditors, have been appointed to advise the trust on the necessary documentation to support the Board statement, and to conduct an audit of the extent of the availability of this documentation within the trust.

An audit planning memorandum (APM) was issued by Parkhill in June, and the first stage of the review, identifying the required documentation, has now been carried out. Documentation archives are currently being reviewed to determine the status of the evidence and to material to support self-certification by the Board. Parkhill will quality assure the evidence to ensure evidence is fit for purpose.

Council of Governors

Governors: Induction of the Council of Governors (COG) is ongoing and well received. Governors have had the opportunity to meet with members of staff and there is a rising awareness of the Governors within the organisation with requests for their presence on various working parties.

Governors will be 'cutting the ribbon' at the grand opening of the new Whittington on 1 October and will be giving a short presentation about their role development at the Annual Public meeting. Governors are involved in the judging of the staff awards and will be presenting the prizes at the award ceremony.

Elections: The by-elections for the vacant seat in the Whittington South constituency is now complete, with Ms Margot Dunn being elected. All public, patient and staff seats are now occupied.

Membership Office

The membership office has seen a small increase in the number of contacts from members in recent months. Members are keen to update their details when they move house etc.

All members have been sent a personal invitation to the Grand opening of the new Whittington on 1 October. The next edition of the Horizons members' newsletter will be circulated in the first week in October.

In light of the success of the summer open event in 2007, the membership officer is organising a 'Winter Community Health Fair' that will be held in the first two weeks of December. In addition a 'Members Lecture Series', monthly evening lectures for members on a variety of subjects, is in development and will commence on 23 October

5.0 Conclusion

The Board is asked to note the progress with the different elements of the Trust's FT application. The Board is asked to note that our application is contingent on the delivery of 2008/9 CIP and required surplus and the development of satisfactory mitigations to the risks identified in the IBP 2009/10.

Subject to the management of the key risks the Whittington is on target to re-submit the FT application to Monitor on 1 December 2008.