

ITEM:10/117
Doc: 03

MEETING: Trust Board
DATE: 27th October 2010

TITLE: Report from the Executive Committee

SUMMARY:

The executive committee has met weekly since the last Trust Board meeting in September.

The report summarises the discussions and decisions from Executive Committee from 21st September to 19th October. It covers:-

- key issues arising from standing items
- other issues discussed
- news to which the Board's attention is drawn

REPORT FROM: Rob Larkman – Chief Executive Officer

ACTION: For information

Executive Committee Report to the Trust Board October 2010

The Executive Committee has met weekly since the last Board meeting. Over the last month the financial situation across the health economy in North Central London has deteriorated which is now resulting in discussions with all the providers to agree what action will be taken in order to bring the financial position back into balance.

The hospital has continued to experience high levels of non elective demand in the forms of both admissions and ED attendances. We are nearing the completion of the refurbishment of the former Betty Mansell Ward to become Montushci (cardiology) in order to support the expansion of the Acute Admissions unit into old Montushci Ward. This will open during November.

1. Key issues arising from standing items:-

Finance

CIP 2010/11

Each week a different service is reviewed by the CEO, DOF, performance and planning lead, service head, budget holder and Finance Manager. The focus is understanding the reasons for variances from budget and identifying ways to optimise the financial position. In addition, monthly Executive Committee finance reviews continue and the monthly overall performance, including CIP, is discussed. The detailed financial position is described in more depth in the finance report, but headlines include:

- CIP Year to date (YTD) achievement of identified schemes – Annual value (£8.6m) – now 116% for the first 6 months (was 88% for the first 5 months at month 5). We have actually achieved £4.6m savings against a month 6 YTD target of £6m.
- CIP YTD achievement of overall expenditure target (£12.5m) – now 77% (was 59% at month 5).
- Cash now £6.7m was £7.7m as at month 5 due to dividend payment of £1.2m
- Centrally held savings still required to balance to a break-even position – now £0.7m (was £0.9m in month 5)
- Actual surplus to date is £837,000 Compared to target deficit of £264,000
- Income actual and forecast is still prudently shown
- Year to date pay under-spend is £778k following budget adjustments for additional activity

Human Resources (HR)

Weekly flash reports showing staff and establishment, and bank and agency usage continue to be reviewed. Early in September 2010 use of bank and agency staffing increased. As a result a number of actions were put in place by Executive Committee:

- Authorisation levels for nursing bookings was tightened and closely monitored
- Heads of service for affected areas were asked to report direct to the Executive Committee each week the reasons for any increases and steps taken to reduce use of temporary staff.
- Recruitment to healthcare assistant roles was expedited.

By mid September the usage of temporary staff had reduced once again.

Infection control

The Trust continues to be vigilant in infection prevention and control measures. To date performance with regard to the incidence of MRSA bacteraemia and C-Difficile is within the anticipated trajectory.

Path to Foundation Trust

The Department of Health has asked all Trusts to review their plans to reach Foundation Trust(FT) and to expedite these plans where possible. The Whittington has discussed the current situation with NHS London and has agreed a trajectory of FT by April 2013

The work to complete the business transfer of community services in Islington and Haringey by April 2011 continues. The business case is in development and negotiations are anticipated regarding the financial agreement for the business transfer. The Board will be asked to consider the business case in November.

The Tripartite options appraisal work with the Royal Free and University College Hospitals will conclude at the beginning of November in time for consideration at the November Board.

2. Other items

Discussion and decisions have been made in the following areas:-

2.1 Strategy

The following strategic items were discussed, taking into consideration the implications for the Trust:-

- The development of the Urgent Care Centre (UCC) has been discussed regularly. The Trust continues the dialogue with NHS Islington regarding the opening of an UCC from March 2011.
- The strategy for end of life care
- The outcomes of the recent talent management process that has been underway across the Trust
- The annual Trust Board programme

2.2 Operational policies and performance

Operational decisions and approvals

- Emergency planning and business continuity
- Provision of web portal service for disabled access was discussed and agreed to develop in house as part of the review of the website
- Recruitment management system
- Trust car parking revision

Business cases approved

- Business case for the purchase of hysteroscopes.
- Whittington Education Centre
- Mary Seacole Ward

Key policies

Equal opportunities and diversity policy

2.3 Governance, risk management and assurance

The following items were discussed:-

- The Trust risk register was reviewed
- Medical records storage
- Child protection – an update regarding the Baby P case was discussed
- Patient feedback report for April to June 2010
- Update to the urology SUI action plan
- Review of the process for CNST for Maternity services
- Conflict avoidance training
- Fire and Health and Safety audit reports

Risks identified in the last 4 weeks.

- Urgent care centre development
- The development of services in Hornsey Central
- High absence rates of staff in Infection Control team due to sickness/pregnancy
- Decontamination of theatre instrumentation
- Loss of surgical instruments containers by IHSS

Submissions agreed

- Final STEIS SUI reports

Information received

- London redeployment service
- NHSL Chief Executives meeting presentations
- Commissioning intentions from NHS Haringey Board paper
- North Central London Forum presentation slides

3. News items to bring to the attention of the Trust Board

Fun Run

On Sunday 26 September **West Ham** manager **Avram Grant** launched the annual fun run to raise money for the Care of Older People appeal. 300 runners took part and raised over £6,000. **Lynne Featherstone MP** addressed the runners.

Public meeting on Planning for the future of the Whittington.

On Thursday 30 September The Whittington held a public consultation workshop on the future direction of The Whittington. There were 60 attendees including **Lynne Featherstone MP** and **Jeremy Corbyn MP** and the **Ham & High** paper reported on the evening. The feedback from the event has been highly positive and future events of this nature are being planned.

Annual Green Day

Wednesday 22 September saw the Whittington's annual green day. A series of stands were presented on current energy saving initiatives within the Trust as well as a short animated film.

John Farrell retirement

John Farrell, director of pharmaceutical services, is retiring this year. John has recently been honoured with an MBE.

Ministerial visit planned for January

The **Home Secretary** would like to visit the hospital in January to recognise the developments within the coordinated action against domestic abuse department, led by Nigel Chapelle.