

Report from Chair of Finance and Business Performance Committee

Date of Committee 23 July 2024

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Minutes of June meeting	Minutes of June FBP meeting	Approved		Refer to Audit Committee for noting	n/a
Monthly Integrated Performance Report for M3	Monthly update on performance of BHT and reporting on actions taken to address any performance issues with progress to date.	Assured Noting stable performance across the Trust. Continued work in the ED – with delays in the opening of Ward 12. When opened, combined with reorganisation of the emergency floor should see further improvements in UEC performance. On track for delivery of zero 65 week waits by end Sept '24. Final productivity metrics for 2.3/24 show BHT at 4.5% improvement, just missing ambition of 5% for the year.			To take assurance from the report and discussions held by the committee
Planned Care Deep Dive	Detailed review of the acute waiting lists and management thereof	Took assurance over the management of the 65 week waits with expectation of zero waits at September 2024. Considered the plans to increase capacity through investment to reduce waiting lists to no more than 52 weeks by end March 2025			Recommend Board support the recommendations to build capacity to reduce waiting lists to no longer than 52 weeks by 31 March 2025.

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Monthly Finance Report for M3	Update on M3 financial position including position against year to date YTD financial plan and cash balances.	Assured. Noted that reporting a deficit of £10.8m v plan of £9.3m. Principal reason for deficit is cost of industrial action in month. Ongoing discussion regarding the challenge of pay cost savings throughout the year and ongoing need to review interventions with care groups to ensure savings (on increasing trajectory through year) re attained.			To take assurance from the report and discussions held by the committee
Capital Report	Overview of the 2024/25 capital programme and update of capital spend against annual plan at M3	Assured. Whilst £2.7m behind plan to date, full stocktake of capital programme spend underway to ensure that full spend will be achieved in a managed way by year end.			To note
Q1 Breakthrough Objectives	Summary of Q1 progress for breakthrough objectives	Noted the Q1 update. UEC performance expected to revert to trajectory over summer with the opening of Ward 12 and reconfiguration of emergency floor alongside other interventions. Pilot programme underway for blood pressure checks allowing metrics to be finalised in Q2.			n/a
Strategic Programme Update	Summary of Strategic programmes operating across BHT	Noted the summary of the Strategic programmes and the confirmation of broader reporting to Board/ committees			n/a

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Contract Management report	Update on BHT management of key third party suppliers	<p>Noted. Clarity of contract register management, together with overall robust management of key third party suppliers.</p> <p>Noted that PFI contracts managed separately</p>	<p>Summary of key points to note for Committee arising from new Procurement code – information paper for July meeting</p> <p>Consideration to be given to time to be allocated to consider PFI contracts in 24/25 workplan for FBP Committee</p>		n/a
Digital Health Programme Plan	Update paper in connection with the Digital Health (EPR) programme	Noted the progress to date. Understood delays in Care Flow upgrade with a plan to now Go live in October 2024. Continuing to work at pace across all workstreams, with ongoing recruitment to key programme posts.			n/a
Healthcare Support Worker Review	Paper to consider BHT response to discussions regarding Healthcare workers	Committee notes BHT response to the Review and supports the planned approach to ongoing discussions			

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
UEC Recommended Actions	Paper considers BHT adherence to the national UEC delivery plan and assessment of BHT adherence to the actions set out	Noted BHT assessment of its adherence to delivery of the action plan. All actions were assessed as being 'in progress' or 'complete'			Board to take assurance of BHT working with system partners to address UEC delivery plan.
Management of 'on holds'	A paper to provide update on the project to reduce 'on holds' within BHT	Noted the work performed to reduce the number of on holds across the Trust, to ensure no systemic unmanaged clinical risk identified and to ensure that protocols developed to enhance waiting list management going forward.			n/a
Adult Critical Care Transfer Service	Paper to set out the collaboration between SCAS and BHT (as host provider) in the provision of Adult critical Care Transfer Service across Thames Valley and Wessex.	<p>Committee noted the paper and understood this to be a development of service being delivered at present. BHT taking a lead role in providing Critical Care Services across the region.</p> <p>Committee recommended approval to Board with BHT becoming host provider of service.</p>			Recommended approval to Board.

Emerging Risks noted:

- Ongoing challenges to ensure that pay savings are achieved as year progresses
- Ongoing discussions with BOB regarding the finalisation of ERF and high cost drug income allocations; overall system position reporting a worsening deficit and risk of further system oversight and monitoring.

Report from Chair of Quality and Clinical Governance Committee (Q&CG)

Date of Committee 17 July 2024

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Meeting Minutes	Minutes from the Q&CG meeting on 19 June 2024	Minutes approved	None	Refer to Audit Committee for noting	n/a
Care Group Review – Community and Rehabilitation Care Group	Deep Dive into the Community and Rehabilitation Care Group	Assured, noting the following: <ul style="list-style-type: none"> there are ongoing reviews and quality improvement actions on pressure ulcers, as the care group reports the highest incidence. good engagement with PSIRF and care group holds a monthly learning forum where staff present various topics. 	None	n/a	n/a
Integrated Performance Report (IPR)	Monthly reporting on Trust quality metrics and actions/progress with actions to address negative variance	Assured, noting the following: <ul style="list-style-type: none"> Clinical Accreditation Programme review completed and aligning of questions with the CQC single assessment framework. 	None	n/a	To take assurance from the metrics and Committee discussions

Pressure Ulcer Report	Annual review of the Pressure Ulcer incidents across the Trust 2023-24	Assured, noting the following: <ul style="list-style-type: none"> • further detailed work was being undertaken on pressure ulcers including collaboration with ICB with regards to commissioning support and training for care homes and domiciliary care staff. • monthly updates through EMC 	n/a	n/a	n/a
Perinatal Quality Surveillance Model (PQSM) Q1 24-25	Overview of current maternity issues in line with NHS England required reporting for Q1 2024/25 (Jun)	Assured, noting CQC action plan must-do actions completed.	None	n/a	n/a
Safe Medical Staffing	Overview of the medical workforce for Q3 & Q4	Assured, noting the following: <ul style="list-style-type: none"> - The possible collaboration between the Medical and Nursing workforce on safe staffing. 	None	n/a	n/a

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Public Sector Equality Duty (PSED) Patients	A report to provide assurance that the Trust is meeting its PSED Obligations.	Assured, noting the following: <ul style="list-style-type: none"> ensure the report is easily understandable for the public by involving patient representatives or public advisors for review. the report serves to provide a public account of PSED compliance, while the detailed plan for tackling health inequalities will follow later. 	Bring back the PSED report with a more detailed update for September Quality Committee	n/a	
Medicines Management Report	Annual overview of Medicine Management of the Pharmacy Department.	Assured, noting the discussion on how to better link reports with thematic analysis to demonstrate that themes are being identified.		n/a	
CQC Improvement/Action Plan Update & Maternity CQC Inspection Action	An update on the Action Plan following Care Quality Commission (CQC) inspections since February 2022.	Assured, noting the staffing level concerns despite being at a safe level.	None	n/a	n/a

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
Plan Completion Report					
Homebirth Guidance	An update on the Homebirth Guidance, highlighting challenges in maintaining a home birth service.	Assured, noting: - The vulnerability of midwives and the effort to balancing the needs of both birthing people and staff	None	n/a	n/a
Patient Stories	Introduction of the BHT Carer Passport and the patient experience of a patient in the Bucks neuro rehabilitation unit (BNRU)	Noted	None	n/a	
Patient Safety Board Minutes	Minutes of the meeting held on 27 June 2024	Noted	Efforts to widen membership beyond nursing/medical	n/a	n/a

Item	Summary of Item	Committee Assured	Further Work Required	Referral Elsewhere for Further Work	Recommendation to Board
2023-24 CQUIN Q4 Updates	An overview on the CQUIN schemes agreed with BOB ICB and NHSE direct commissioners in 2023/24	Noted	None	n/a	n/a
Clinical Effectiveness Mortality Review Board Minutes	Minutes of the meeting held on 24 June 2024	Noted	None	n/a	n/a
Annual Workplan	Committee schedule of work for 2024/25 including the draft agenda for the August meeting	Noted	None	n/a	n/a
Any Other Business		None	None	n/a	n/a

Emerging Risks noted:

- Pressure Ulcer, BHT is an outlier
- Sepsis triangulation ED work
- Ongoing staffing risks in Pharmacy