

Committee Updates

Non Executive Directors

Council of Governors, 6th December 2022

Audit Committee

E meeting – 11th October 2022

Presented by: Julian Farmer, Audit Committee Chair

What we looked at	What we found
Assurance Committees' mid year reports	All Committees are delivering their work plans and dealing with risks effectively.
Risk management	KPIs are looking good and efforts continue to reduce the number of risks open for more than 28 days. Work is planned to review the overall risk management arrangements to ensure it remains fit for purpose and is integrated with the wider performance management arrangements.
Compliance with License: Quarterly checklist review	The checklist provides good evidence of the Trust's compliance with the license and shows that all risks are well understood and documented.
Losses and Special Payments	Noted that there had been several cases of patients' glasses going missing. Whilst small in value this is clearly upsetting for patients so agreed that the system for the safe keeping of patients' property should be reviewed.
MIAA progress report	Plan continues to be on track – noted no areas of limited assurance. Noted that whilst the extra mandated work on financial sustainability would involve extra fee this would be kept to a minimum.
Data quality assurance	The Trust performs well and data quality is supported by a sound governance structure, The Committee noted that there were strong internal processes to ensure the validity and accuracy of patient waiting lists and that these were being reviewed externally to provide further assurance in this important area.
Cyber security arrangements	The Committee were assured that cyber security remains very strong at the Trust – there is good compliance with national guidance and the cyber team is highly skilled and effective.

Audit Committee

E meeting – 11th October 2022

Presented by: Julian Farmer, Audit Committee Chair

What we looked at	What we found
Cyber IDigital	The Committee noted the good progress being made in developing and delivering the shared IT service. There has been significant progress in several areas including; Development and delivery of new service model, significant recruitment into senior positions, TUPE of IG and Medical Records teams into iDigital, Excellence in Informatics Level 3 Accreditation and approval for a new iDigital Tech Bar at LHCH.
Tender waivers	All requests made in accordance with the specified requirements. Noted that the shared procurement service was having a beneficial impact on purchasing arrangements.
Assurances on 3 rd party service providers	Noted the results of external audit confirmed there were no material weaknesses in the providers' arrangements.
External Audit	Plan on track. Noted the public sector updates provided by Grant Thornton as a useful source of information for the Committee.

Integrated Performance Committee

E meeting – 24th October 2022

Presented by: Louise Robson, People Committee Chair

What we looked at	What we found
M6 Finance Report	Financial performance better than plan as at end of Q2. £1.7m surplus vs £1.2m plan.
CIP Progress Update	91% (£3.9m) of target identified YTD. Non-recurrent mitigation in place for in-year slippage c£0.6m.
Capital Update	Capital programme on track with Cath Labs, estates infrastructure and MRI scanner the major schemes. Planning for 2023/24 programme commencing.
National Cost Collection and Reference Cost Index	NCC submission completed. 2020/21 RCI Published. LHCH 100 benchmarking positively with peers and local specialist trusts
Q2 Performance Reports	Key performance risks (RTT, long-waiters & cancer) reviewed and mitigations considered. Improvement plans and trajectories reviewed for Admin, Surgery long waiters and cancer.
Annual Planning	Annual planning work programme due to commence in November. Operational planning guidance likely to be delayed due to political change.
Benchmarking	Robust benchmarking framework in place. Further work on concluding analysis of Model Hospital reported opportunities ongoing.

People Committee

General Update – Next Meeting 6th December

Presented by: Margaret Carney, People Committee Chair

What we looked at	What we found
GMC Survey Progress	Improvement plans being implemented. Regular pulse surveys to be undertaken. Further update and monitoring of improvement plans to be presented to next People Committee.
Recruitment & Retention	Significant work ongoing to implement improvement plans. Remains a key risk. Committee is monitoring performance and seeking assurance about the actions being taken. A further retention summit has taken place. International nurse recruitment programme is going well and likely to be continued in future years
Staff Survey	Action plans arising from the 2022/23 Survey being monitored. The 2023/24 survey is out for completion. At the time of writing completion rate was 58% which is ahead of this time last year.
Employee Relations	RCN has voted for strike action and other unions may follow suit. Significant operational planning is taking place and the People Committee will seek assurance on these plans at its next meeting.
Health and Wellbeing of Staff	This remains a key risk and is rated as partial assurance. A number of initiatives to support staff are underway. A review of effectiveness of individual initiatives is ongoing to ensure they are effective and meeting need.

Quality Committee

E meeting – 11th October 2022

Presented by: Nick Brooks, Quality Committee Chair

What we looked at	What we found
Clinical quality dashboard	Assurance on complaints, delirium, VTE risk assessment, infection prevention, falls, incidents, pressure ulcers, sepsis, discharge summaries, nutrition, mortality reviews and radiological alerts. On-going concern over pre-hospital delays in treatment of heart attacks (primary angioplasty)
Quality impact assessments	Significant progress, with full documentation for all 36 schemes of which 17 (47%) have completed assessment (compared with 0% July)
QSEC key assurances/risk report September 2022	Persistent non-compliance over consent to procedures. Actions in place and e-consent to be rolled out in November Surgical site infections: poor compliance with prevention measures and unreliable data. SSI group reconvened with action plan
Dr Foster dashboard and MRG	No new issues or alerts
Pharmacy aseptic unit audit	MHRA/NW quality assurance audit identified areas of concern with several designated as 'major deficiencies'. Action plans in place with all scheduled for completion by December. No immediate operational risk to patients or the Trust
GIRFT	Of 8 national best practice reports applicable to LHCH, 6 plans nearing completion. Plan in place for anaesthesia and post-operative care; lung cancer gap analysis commenced.
Ockendon action plan	Review of serious incidents, complaints, claims, and audit plan over last two years confirmed rigorous processes for investigation, external reporting and learning

Charitable Funds Committee

E meeting – 5th Oct 2022

Presented by: Bob Burgoyne, Charitable Funds Committee Chair

What we looked at	What we found
Charity activity and performance	<p>Fund raising activity continues. Donations are 22% ahead of target. Income (£97K) from legacy received</p> <p>New promotional video for capital campaigns has been completed</p> <p>Received positive report on the social media development work by the new Digital Communications Officer</p> <p>Potential future bid agreed to be supported by the University of Liverpool Development Office</p>
Charity spend	Presentation from Dave Macmillan on capital projects funded through charity
Financial report	Financial position of cash in hand plus investments agreed to be healthy with significant reserves remaining for future bids after all liabilities are met (£804K)
Review of R&D grants	Agreed distribution of payments from the Lord Leverhulme Charitable Trust for 5 years of donations for Patient ambassador
Annual review of Robert Owen House trading position	Noted by the committee. ROH will now be able to offer full capacity following reduction during COVID
Assessment of bids for charity support	No new bids considered