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| **Chair Brief: Digital, Performance & Finance (DPF) Board Assurance Committee** | **Chair: Lynne Mellor** | **Date: 21 March 2023** |

*2022-3 – Trust Priorities covered by DPF Board Assurance Committee: Acute Flow & Elective Backlog*

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| **Summary** | **Receiving Body:****Board/****Committee** | **Recommendation/****Assurance to the receiving body: Information, Action, Decision** |
| The Committee welcomed a couple of guests to the meeting: the Governor Catherine Thompson; DIS: Nik Coventry, Luke Stockdale; YTHFT: Malcolm Veigas, Mark Steed, Jane Money. |
| **Digital** |
| **i)** | * The Committee received an update on the progress of EPR. It noted the progress made, including the current market testing activity . A major milestone is national minimum expectations met for EPR by March 2025. Key to the successful system deployment and adoption will be a move to a paperless strategy and the committee discussed the need for Trust support. **Action: Board to review and discuss the current ‘paperlight strategy’ and lead the way on e.g. the process, system, culture change needed for adoption of a paperlight strategy across the Trust.**
* Positive update on device management with a current review and reuse exercise, 6 devices have been identified for reuse. The next phase of the plan is to review a number of devices in use per user with the aim again to redistribute any not in use.
* Positive progress on Learning Hub issues, with assurance given of the service having moved to the cloud providing security and future risk mitigation benefits. Lessons learnt to be circulated.
 | BOARDBOARD | ACTIONINFORMATION |
| **Performance** |
| **i)** | * The Committee noted the Trust is seeing an increase in Covid numbers from 75 to currently 134. In comparison influenza remains low reducing from 15 on 8 February to one as on 20 March. The Committee noted the focus of the national UEC Recovery Plan in 5 key areas which are all embedded within the Acute Flow programme, and requested for assurance, visibility of key deliverable milestones with benefits for patients for both Acute and Elective programmes (i.e., plans beyond current external help). The Committee also noted the success of the CIPHER ED cohorting service, with its positive impact in both York and Scarborough on reducing lost hours and ambulance handover times. The Committee is assured funding solutions are being sought to continue the scheme potentially as part of the system discharge funding allocation.
 | BOARD | INFORMATION |
| **ii)** | * For Elective Backlogs: The RTT position the Trust continues to declare zero on 104 week waits. The 78 week wait position had a planned trajectory of 397 that was re forecast to 243 and is now reduced to 198. The overall total RTT waiting list position has deteriorated rising to over 50k – a sustainable model is 26k. The DPF committee has raised this issue at Board, it also agreed to raise to Quality Committee. **Action: Quality Committee to review current and forecast RTT position re patient risk**
* Cancer position – remains under the Tier 1 regime for the Cancer 62 backlog, remain off trajectory, at time of writing 219, now a reduction to 191 at Committee, 8.5% of patients are over 62 days. Current performance whilst still off target is the best recorded since Feb 21.
 | BOARDQUALITY & SAFETY COMMITTEE | INFORMATIONACTION |
| **Finance** |
| **i)** | * The Committee noted the Trust’s Income and Expenditure (I&E) position with an adjusted deficit of £2.3M against a planned deficit of £0.1M i.e., £2.2m adversely adrift of plan. The Committee noted the Trust is still forecasting to balance at year end.
* the Committee was informed that the budget plan had changed since the issue of the DPF papers and so requested for assurance that the revised budget should be discussed in detail at the Board meeting.
* The Committee was assured that a number of risks had been addressed including contractor issues for the air source heat pumps and the UEC contractor, both risks have been separately addressed by main contractors. A risk around the community stadium, is also being mitigated which will support the Trust in an £8M lease payment.
* The Committee also welcomed the news of a new central NHSE Efficiency Exchange platform with the potential to share learning/good practice.
 | BOARD | INFORMATION |
| **YTHFT** |  |  |  |
| **i)** | * The Committee received the quarterly LLP report. It discussed the progress made on minor works and noted that since the last committee 50% of the 400 outstanding jobs – have now been addressed. The committee asked that an appropriate set of comms messages were sent out to inform the Trust not only of the progress but the new process in place for minor works.
* The Committee noted sickness absence and the positive work to mitigate longer term sickness.
* The Committee welcomed the news that the CIP was forecast to be fully delivered and overachieve by £18k
* The Committee sought assurance on the issues around ventilation. It was informed that plans are in place to address the issues e.g. in Bridlington with the equipment and also culture/people issues are being managed.
* The Committee sought assurance around the CAFM system and why it has taken so long to implement its phased deployment. The committee asked for a programme report of the system deployment including deployment of RFID i.e., asset tagging, to gain assurance that benefits were being realised and DIS were being engaged as necessary.
 | BOARD | INFORMATION |
| **ii)** | * The Committee welcomed the sustainability progress particularly on progress with net zero carbon emissions. The Committee was also assured that the carbon reduction projects at both York and Bridlington despite various difficulties, are due to receive their full grant allocation. The heat pump system at York will be installed after the grant end date of 31st March but the Trust will have a vesting certificate to demonstrate its ownership of this equipment.
* The Committee also welcomed the news of a Sustainable procurement policy being drafted and that further grant applications to support the sustainability programme have been identified.
 | BOARD | INFORMATION |
| **iii)** | The Committee received the EPAM minutes. |  |  |
| **Governance** |
| **BAF/Corporate** | * No immediate updates were made to the BAF.
 | BOARD | INFORMATION |
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| **Trust strategic goals assured to Committee** | **1. To deliver safe and high-quality patient care as part of an integrated system** | [ ]  | **2. To support an engaged, healthy and resilient workforce** | [ ]  | **3. To ensure financial sustainability** | x[ ]  |
|  | **PR1 - Quality Standards** | [ ]  | **PR2 - Safety Standards** | [ ]  | **PR3 - Performance Targets** | x[ ]  |
| **PR4 - Workforce** | [ ]  | **PR5 - Inadequate Funding** | x[ ]  | **PR6 - IT Service Standards** | x[ ]  |
| **PR7 - Integrated Care System** | x[ ]  | **Comments: PR7 is interrelated across our agenda, and will be noted as discussions arise.** |
|  | **Key Agenda Items** | **RAG** | **Key Assurance Points** | **Action**  |
| PR6 – IT Service standards | Digital |  | New measure around cyber will be brought to the committee.LLP cyber desktop discussed.The issue on learning hub was discussed | The ask remains from the Committee that the presentation of the report goes to Board early in 2023 to support the speedy implementation of the priorities.Committee welcomed a date has now been scheduled by DIS to conduct the review i.e.LLP cyber desktop exercise needed to ensure we mitigate any risks should an attack happen.The ask is for a report on lessons learnt, with an interim report on risks and actions to be shared with the committee |
| PR3 – Performance Targets | Performance Targets |  | Significant operational pressures noted. | Focused plans on acute flow and elective backlog to address significant operational pressures – ask for continued identification of focus areas to alleviate biggest pressures. |
| PR5 – Inadequate Funding | Deficit issue  |  | Deficit issue particularly with premium pay | Monitoring needed with continued focus on areas with gaps such as CIP. Concern re stadium lease – assurance provided that mitigations are in place. |