

CHAIR'S LOG: Assurance summary

Committee/Group: Resources Assurance Committee	Chair: Lynne Mellor	Date: 18 November 2021
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Agenda Item	Summary	Receiving Body, i.e., Board or Committee	Recommendation or Assurance to the receiving body: Information, Action, Decision
Workforce and OD	<ul style="list-style-type: none"> - Nurse staffing – noted an increase in vacancies at 8% however we have an additional 66 FTE RNs in total this year compared to last; plus, there are due another 28 FTE international nurses (not yet accounted for until allocated an area) due to start in December. - The committee did welcome that there will be an increase in HCAs (135 FTE more than last year) to support nursing staff, particularly in the winter months. Stability in headcount has decreased to 89% but the committee was assured that this is not concerning given its just 1% beneath the upper quartile threshold. - The committee discussed the continued issue regarding the ‘well-being’ of staff and noted further support is recognised as needed such as the resilience programme, which is underway. - The committee discussed the vaccination roll out and noted that for the double dosage i.e., Flu and Covid booster (41% for front line and 43% for other staff) numbers could be significantly higher than reported - however the Trust is reliant on staff members informing the Trust of any vaccinations administered locally e.g., by their GPs. Work is underway via communications; local staff registers, to capture this data. 	BOARD	INFORMATION
Digital	<ul style="list-style-type: none"> - The committee noted the risk to the delivery of the Trust’s digital service if funding cannot be provided to secure key staff and skills for next fiscal. The committee was assured steps were in place to mitigate the risks: the CDIO is working with the Trust Finance Director and also subject to external funding, looking to appoint a strategic partner in December to assist with the infrastructure and service management issues. - The committee was concerned with the backlog of work (171%) and the increase in data requests and 	BOARD	INFORMATION

	<p>asked for assurance at the next deep dive on how resultant risks will be mitigated.</p> <ul style="list-style-type: none"> - The committee noted the key priorities to year end and asked for a fuller report on assurance of how success will be measured including KPIs. 		
Digital	<ul style="list-style-type: none"> - The Committee welcomed the Information Governance (IG) update and asked for the root causes of the issues to be reported with the next major update in IG. This is to provide assurance the problems are being addressed and risks are being mitigated. 	BOARD	INFORMATION
Finance	<ul style="list-style-type: none"> - 155k surplus position at month 7 against 59k deficit plan - Emerging risk with the CIP noted as it currently stands at £1.8M delivered against an £8M programme. The committee was assured plans are in place to close the gap. - Capital spend to date is £6M spend against £9M planned – aim is to spend by end of fiscal. - Cash position is £40M - Noted the Trust compliance to the Better Payments programme is averaging at 94% for suppliers being paid within 30 days. 	BOARD	INFORMATION
LLP	<ul style="list-style-type: none"> - The committee welcomed the excellent Green Plan report and the Annual sustainability report, presented by Jane Money. The committee noted the ask for a change to the mission statement and suggested an update to include patients and visitors (given 26% carbon footprint) as well as partners and all key stakeholders who impact the Trust services. The Board is asked to sign off the revised statement. - The committee discussed the significance of this net zero plan for the Trust, and requested linkage is made to the outcomes/plans as appropriate as they emerge from COP 26 for the NHS. - The committee also discussed the Trust exploring further potential avenues of assurance through the NHS registered charity for sustainable healthcare which encourages ‘Green Ward’ or ‘Green surgery’ status https://sustainablehealthcare.org.uk/planetary-emergency-what-it-and-how-take-action - 	BOARD	DECISION
Risks	<ul style="list-style-type: none"> - The committee discussed the evolution of the BAF, asked for trends to be added and noted progress. - A key risk update was discussed to the Workforce/OD Corporate risk register. The committee noted the mandatory vaccination enforcement from April 22 next year could present a risk to the Trust at a Corporate level i.e., staff would be unable to work for the Trust unless they have proof of having a double Covid vaccination (does not include booster). For example, this could be problematic for international nurses arriving in the UK who may not have had access to the same free and effective vaccination services as the UK offers. 	BOARD	INFORMATION