

Orkney NHS Board

Minute of virtual meeting of **Finance and Performance Committee** of **Orkney NHS Board** held on **Thursday, 23 September 2021** at **9:30**

Present: Davie Campbell, Non-Executive Director (Chair)
James Stockan, Non-Executive Director (Vice Chair)
Michael Dickson, Interim Chief Executive
Mark Doyle, Director of Finance
Steven Johnston, Non-Executive Director
Joanna Kenny, Non-Executive Director (deputising for M McEwen)

In Attendance: Christina Bichan, Head of Assurance and Improvement
Christy Drever, Committee Support
Colin Marshland, Director of Finance – NHS Shetland
Richard Rae, IT Manager (for item F43)
Keren Somerville, Head of Finance

F38 **Apologies**

Apologies were noted from Steven Brown, Kevin Fox, David McArthur, Meghan McEwen, Pat Robinson and Louise Wilson.

F39 **Declarations of Interests – agenda items**

No declarations of interest were raised with regard to agenda items.

F40 **Minutes of Meeting held on 22 July 2021**

The minute of the meeting held on 22 July 2021 was accepted as an accurate record of the meeting and was approved, subject to the following amendments:

- J Stockan noted that he had sent apologies for this meeting, however had not been noted in the apologies within the minute.

F41 **Matters Arising**

F26 – Property Asset Management Strategy

Members queried progress towards the environmentally friendly funding application, the Director of Finance would seek an update for the next meeting.

F42 **Action Log**

The action log was reviewed and updated as required.

Performance Management

F43 **eHealth and IT Update – FPC2122-16**

The IT Manager attended to present the eHealth and IT Update, highlighting the following key points:

- The past 12 months had been a very busy period for the team, including the

roll out of Office 365, maintenance of Microsoft Teams and updates to underlying infrastructures.

- Work was progressing to provide increased control of the service desk requests, which would expand out to include the Estates and Learning departments.
- Training had been accessed through Microsoft which would be rolled out across the organisation through the Organisational Development and Learning Team.
- Work to upgrade the switch hardware, firewalls, policies and virus control was ongoing. This would provide the team with better visibility across the organisation.
- Over the past 18 months there had been a sustained campaign to reengage GP surgeries and upgrade servers, which had made good progress and most surgeries had been moved onto Windows 10 and the NHS Orkney domain.
- Nationally, the community health index project was now complete, and the child health system was due to start at the beginning of 2022.
- Future priorities for the team included progress on the Electronic Patient Record System, which included engagement with other Boards; increased isles and GP surgery connectivity, which was hoped to be completed by mid 2022; remote working platform upgrades; and increased cyber security across the organisation.

Members noted the update and queried whether there was an action plan or set timescales for projects going forward. The IT Manager advised that an action plan was still in draft, and would include budgets, staffing requirements and delivery timescales once these had been determined for each project.

The Director of Finance advised that the action plan would be included within the digital strategy, which it was hoped would come via the next meeting of the Committee. Key focus was on the resourcing and staff training to undertake work.

Members noted that the IT and eHealth team were now up to a full establishment, which it was hoped would allow individual team members to grow and progress over time.

Members were advised that work had begun in early 2021 surrounding sustainability, including monitoring of temperature, humidity and power usage with the server rooms. Where possible, the use of virtual systems was encouraged and reusing technology where possible. Any outdated technology that was no longer usable, was given to the local college to be used in hardware classes.

J Stockan highlighted the need for increased connectivity across the county, rather than only within NHS Orkney, noting concerns that NHS Orkney builds a single use platform rather than working with other organisations to increase connectivity all over. The IT Manager advised that he had been working alongside the team looking to introduce 5G to the county and would continue to do so. The planned structures to be built on isles to support our systems would be usable by other organisations and this would be discussed in future.

Decisions/Conclusion

Members noted the update and were assured of progress within the team.

Members agreed to receive a further update in 6 months to monitor further progress.

F44 Technology Enabled Care Board Chairs Report and Minute – FPC2122-17

The Director of Finance presented the Technology Enabled Care Board Chairs Report, highlighting that:

- The Group had met again on 17 August 2021.
- Members approved the Terms of Reference for the group, which had been provided to the Finance and Performance Committee today for noting.
- The Digital strategy had been reviewed by the group and was hoped to come to the next Finance and Performance Committee for recommendation for approval by the Board.
- Members noted the top priorities for the IT and eHealth team going forward, including the electronic patient records management system

Decisions/Conclusion

Members noted the update and were assured of progress.

F45 Performance Management Report – FPC2122-18

The Head of Assurance and Improvement presented the Performance Management Report which provided an update on performance with regards to the Local Delivery Plan standards. Key points highlighted were:

- Performance within the Emergency Department continued to be good. Planning and projections for winter were taking place to keep flow through the system.
- The 12 week outpatients continued to progress well.
- Golden Jubilee had paused receipt of trauma and orthopaedic referrals to avoid further delays. They plan to reopen to further referrals when it was applicable. Discussions had been ongoing with NHS Shetland regarding use of the Vanguard service. A meeting with Golden Jubilee and vanguard would take place in October to discuss relieving some of the pressure on the services in the short term.
- There was a small backlog within the cataracts service, however it was hoped that the return to day surgery capacity would allow case numbers to return to more normal levels.
- Performance against the cancer referral to treatment had been slightly below the target, however the Board continued to perform well compared to other areas. There had been a notable increase in patients referred to the service, which had caused slightly longer waits for some than usual.
- The Child and Adolescent Mental Health Services (CAMHS) data reporting had progressed well and would be published soon, with more regular updates to come in future. Work was ongoing surrounding capacity within the team to provide data going forward.

Members noted the positive update on dementia diagnoses rates, and the recent dementia strategy which had been drafted.

Members discussed the changing presentations to services in response to the Covid-19 pandemic, which had made projecting figures and future planning more difficult.

The Interim Chief Executive highlighted that delayed discharge pressures had been seen across all Boards, and recognised the hard work of NHS Orkney staff which had kept our figures down in this area.

Members felt it would be helpful to be able to look at the bigger picture of local performance, for instance presentations to the new hospital compared to the old hospital, and in comparison to other Boards.

Decisions/Conclusion

Members noted the Performance Management Report and were assured of progress against standards.

Financial Management and Control

F46 Financial Performance Management Report – FPC2122-19

The Director of Finance delivered the Financial Performance Management Report, detailing the current financial position of NHS Orkney. Key points included:

- The year to date position was an overspend of £2.183m with an anticipated year end outturn of £5.029m overspend.
- At this very early stage in the reporting cycle the numbers are heavily caveated and based on several assumptions:
 - The year-end position was heavily predicated on the delivery of £1.2m of identified savings.
 - The £4.9m overspend also assumes no further savings delivered against the identified savings targets.
 - It was anticipated that the Integration Joint Board would, in conjunction with NHS Orkney, deliver against its unachieved savings brought forward from 2020/21 of £0.800m.
 - Prescribing costs might be further impacted by ongoing Covid-19 concerns and EU Exit.
 - We continue discussions with other Health Boards to monitor Service Level Agreement activity and the impact of Covid on these costs in year.
 - NHS Orkney had recorded £1.745m spend to date attributable Covid 19. Following recent conversations with Scottish Government colleagues, full funding for Covid 19 costs was now anticipated and the position had been adjusted accordingly.
 - Achievement of £1.43m of the £5.5m savings targets identified in the Remobilisation Plans was anticipated to be met during the remainder of the year.
 - The main areas of overspend were within pharmacy, estates and facilities and hospital services. There was an offsetting underspend within support services.
- Plus Us engagement would begin later in September, and was hoped to begin generating savings against locum spend.

Members noted that the Integration Joint Board savings target had been mutually agreed for 3 years commencing 2019/20, however very little had been delivered so far, due to the Covid-19 pandemic response and so the target had been rolled forward. Suggestions for potential areas of savings had been discussed and work was ongoing.

Members noted that the sustainable medical model had begun to deliver savings, and the Interim Medical Director continued to work on further permanent posts and future savings.

Members were advised that the Head of primary Care would begin a review of pharmacy and prescribing costs within GP surgeries and would feedback in due course.

Decisions/Conclusion

Members noted the Financial Performance Management report and were assured of progress.

Governance

F47 Issues raised from Governance Committees / Cross Committee Assurance

No issues had been raised.

F48 Agree key items to be brought to Board or other Governance Committees attention

Members agreed that the following items should be raised to the Board via the Chairs Report for assurance:

- eHealth and IT Update

F49 Any Other Competent Business

There was no other competent business.

Items for information and noting only

F50 Schedule of Meetings

Members noted that the next meeting would be held virtually at 9:30 on Thursday, 25 November 2021.

F51 Record of attendance

Members noted the record of attendance.

F52 Committee Evaluation

The Chair praised the level of scrutiny of papers, and noted the assurance received from the eHealth and IT Update.

The meeting closed at 11.13