

Orkney NHS Board

Minute of meeting of **Finance and Performance Committee** of **Orkney NHS Board** held on **Thursday, 23 March 2023 at 9:30 via MS Teams**

Present: Davie Campbell, Non-Executive Board Member (Chair)
Des Creasey, Non-Executive Board Member (Vice Chair)
Steven Johnston, Non-Executive Board Member
Steven Heddle, Non-Executive Board Member
Michael Dickson, Interim Chief Executive

In Attendance: Carrie Somerville, Planning, Performance and Risk Manager
Freddie Pretorius, Committee Support
Keren Somerville, Head of Finance (Deputy)
Sam Thomas, Director of Nursing
Sharon Smith, Head of Clinical and Contract Administration

F1 Apologies

Apologies were noted from Mark Doyle and Stephen Brown

F2 Declarations of Interests - agenda items

No declarations of interest were raised regarding agenda items.

F3 Minutes of the Meetings held on 26 January 2023 and 16 February 2023

The Minutes of the meetings held on 26 January and 16 February 2023 were accepted as accurate records of the meetings and approved.

F4 Matters Arising

Budget Training

Two session had been held within the last month another two sessions planned, thirty people in total had attended to date and the invite, which had originally been issued to budget managers, would be made more widely available.

F5 Action Log

There were no actions for review on the action log.

Governance

F6 Finance and Performance Committee Annual Report and committee evaluation outcomes – FPC2223-48

The Chair presented the annual report for approval advising that the Finance and Performance Committee held a development session on the 2 March 2023 to discuss committee effectiveness during the year including any concerns, successes and areas for focus moving forward. These areas of discussion had formed part of the Annual Report that was provided to the Committee for approval before submission to the Audit and Risk Committee and ultimately Board.

Members requested a change in wording on page 8 “How the committee and Board *would* deliver”

Decision/Conclusion

Members approved the annual report, subject to a minor amendment to wording as noted above.

Performance Management

F7 Performance Report – FPC2223-49

The Waiting Times Coordinator presented the report and highlighting:

Waiting Times

- Work was underway to align the performance data to improvement activity, this would be supported by a Project Management approach
- The waiting times team were in discussion with the National Elective Coordination Unit (NECU) with a view to progressing an admin validation of those waiting lists, which feature as part of the dashboard report

Smoking Cessation

- Eleven 12-weeks quits, representing people who live in SIMD areas 1-3 had been achieved through the smoking cessation services in Orkney from April to November 2022
- In 2023/24, the smoking cessation team would re-mobilise work in relation to prevention of tobacco smoking

48 Hour Access to GP

- The service had indicated there was no longer a requirement under the GP contract to meet this standard. This was being confirmed and would be reflected accordingly in the next report.
- Discussions were taking place to understand opportunities to improve performance reporting across Primary Care.

Members queried whether a more meaningful narrative along with actions may be beneficial.

It was agreed that the data around podiatry would be confirmed for future reporting.

Decision/Conclusion

Members noted the update provided and welcomed the new presentation and format of the report.

F8 Finance Performance Report - FPC2223-50

The Head of Finance presented the report which outlined the position to 28 February 2023 and highlighted the following.

- The year-end position assumed non-delivery of £1.5m of the anticipated savings schemes of £4.9m of recurring and non-recurring savings as detailed in the financial recovery plan
- The £4.104m overspend outturn also assumed no further savings delivered against savings targets
- Inflation continues to cause a significant challenge for the Board and remained under continuous review
- Continued discussions with other Health Boards to monitor SLA activity and the impact of Covid on these costs in year
- It was anticipated that in 2022/23 there would be an achievement of £3.4m of the £6.9m original savings target
- £400,000 had been delivered through work carried out by the IJB in relation to patients in off-island facilities

There was additional capital, accompanied by a planned expenditure from Scottish Government. Nevertheless, Scottish Government had not yet formalized this aspect, leading to the potential absence of restrictions on a capital revenue mix.

Decision/Conclusion

Members reviewed the report, noted the current financial position, predicted outturn, assumptions at year-end, and the potential non-delivery of savings target.

F9 Financial Sustainability Office – FPC2223-51

The Planning, Performance and Risk Manager presented the report providing an update on the actions taken by the Financial Sustainability Office (FSO) to support the delivery of the financial recovery plan during 2022/23 and beyond.

Proposals had been presented to the EMT along with a strategic planning template that would bring together areas of key focus for the Executive leads. Further work around workforce profiling, to better understand establishment would be required going forward.

Decision/Conclusion

Members noted the update provided, took assurance around progress, and noted the further work required and impact of non-delivery on subsequent years.

Assurance

F10 Sustainability Steering Group Chairs Report – FPC2223-52

The Head of Clinical and Contract Administration presented the paper highlighting the key points and workstreams that had been taken forward including the moving of mobile device management applications.

NHS Orkney had completed the return for 2022/23 which required input from a variety of stakeholders within the organisation. NHS Orkney was currently rated as silver, which was a reflection of the work completed to date. The next audited return would occur in August 2023. The following were highlighted:

- NHS Orkney were complying with relevant targets set by Scottish Government

- There was an ambition to achieve gold standard
- A reverse vending machine had been installed by the restaurant so that cans and plastic bottles can be returned via this machine
- Timescale on the decarbonising programme; all properties would be completed by the end of two years.

Decision/Conclusion

The Committee noted the minutes and the update provided.

F11 Cross Committee Assurance Report – Staff Governance – FPC2223-53

The Chair presented the paper highlighting the key points and workstreams.

Concern was raised to the committee around the use of NHS Orkney bank staff versus agency/locum staff and the associated costs.

Decision/Conclusion

The Committee noted the report. It was agreed that the Chair would provide feedback to the Staff Governance Committee on the issues raised.

Risk

F12 Risk Report – FPC2223-54

The Planning Performance and Risk Manager presented the risk report highlighting key areas of specific concern noted within the paper.

It was proposed that a standard template to highlight tier 1 and 2 levels risk would be beneficial to the committee going forward.

It was confirmed that the Risk Manager was meeting with departments on a monthly basis to discern risk, and risk management.

Members queried whether it would be useful to look at how long the risk have been on the risk register and current mitigation.

The Chief Executive assured members that the pain clinic had not been closed due to budget savings but as a result NICE guidance issued, around the benefits.

Ear syringing was no longer a practice that was carried out as this had been replaced by micro suction carried out by appropriately trained clinicians.

Decision/Conclusion

The Committee noted the updated risk report, welcomed the new format, and took assurance the positive progress was being made.

F13 Agree key items to be brought to the Board or other Governance Committees' attention

- Climate Change

F14 Any Other Competent Business

Members thanked Davie Campbell for his chairing of the committee

F15 Items for information and noting only

F16 Schedule of Meetings

Members noted the schedule of meetings for 2023/24

F17 Record of attendance

Members noted the record of attendance.

The meeting ended at 10:55