



## Committee/Group 'Triple A' Chair's Report

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|-------------------------|-----------------------|-------------------|-------------|
| Name of Committee/Group | Performance Committee | Reporting to:     | Trust Board |
| Date of the meeting:    | 19 March 2020         | Parent Committee: | Trust Board |
| Chair:                  | Geoff Broadhead       | Quorate (Y/N)     | Y           |

| Agenda Item:       | RAG | Key Points   | Actions Required                             | Action Lead | Expected Date for Completion |
|--------------------|-----|--|--|-------------|------------------------------|
| Opening Matters    |     | The Committee met utilising the virtual meeting IT software in direct response to the emerging response to Covid-19 and was mindful of the extraordinary pressures for staff and patients at this time.  |  |             |                              |
| TCC Finance Report |     | <p>The Committee noted that at the time of the report that the total unallocated contingency had reduced to £0.284 million in month; this is due to additional costs relating to the delay in the Liverpool University Hospital new build. In addition there is a risk of additional costs above the capped £4.2m NHSI/E contribution.</p> <p>The Charity has raised £7.7m to date and give the expected cash flow 2020/21 there is an expectation this will not adversely impact on buying equipment.</p> | Financial performance reporting to continue. | JA          | Ongoing                      |

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|--|-----|--|---|-------------|------------------------------|
| Planning & Performance Improvement Framework |     | The Performance Committee welcomed the progress made in the development of the framework recognising that some further amendments are required to the document to ensure it reflects the actual planning schedule. Subject to the amendments the Committee approved the Framework.   | Section 7 to be reviewed and amended then disseminated to General Managers and                            | HG          | Ongoing                      |
| Directorate Performance Reviews              |     | <p>The Committee were advised that MIAA have recently audited the Directorate Triple A reports and provided a Substantial Assurance report which will be at April Audit Committee.</p> <p>The Committee noted that the report highlighted Radiation Services had alerted the Performance Reviews of treatment errors which on further discussion and exploration conclude this was incorrectly described in the report and that a revised paper would be circulated to the Committee</p> | <p>None required</p> <p>Corrected Directorate Triple A to be circulated to the Performance Committee.</p> | JSp         | 24 March 2020                |
| Finance Report – Month 11                    |     | The Committee noted that expenditure was overspent by £2.2m in month. Additional IT equipment has been sourced which has largely been in direct response to the Covid-19. Additional costs have also been incurred for staffing and personal protective equipment. There is an expectation that the additional expenditure incurred due to Covid-19 will be re-funded.   | Keep under review   | JA          | Ongoing                      |

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|-------------------------------------|-----|---|--|------------------------------|------------------------------|
| Trust Financial Planning            |     | <p>The Committee were advised that since the paper was drafted there have been further developments due to the national response to Covid-19 in the form of correspondence received from NHSI/E. This has resulted in the usual financial planning process being either amended or suspended for a period of time.</p> <p>Notwithstanding the above, the Committee discussed and approved the underlying financial plan for 2020/21.</p>  | <p>Circulate the correspondence received to the Committee.</p> <p>Recommendation that Board approve the underlying financial plan for 2020/21.</p> | <p>JT</p> <p>Trust Board</p> | March 2020                   |
| CPL Performance                     |     | <p>The Committee noted positive performance of the Company.</p> <p>The GPhC Inspection took place on 24 February and it was highlighted that we will have to register 2 sites due to how pharmacy has been configured in the new building.</p> <p>The Home Office and MHRA inspections will not take place until the building is ready for use.</p> <p>The Committee noted and discussed the risk of escalation of Covid-19 on pharmaceutical supplies noting that over the counter paracetamol is no longer available.</p> | For CPL to continue to monitor stock levels and escalate to the Trust any changes.   | BZ                           | Ongoing                      |
| PropCare – Reporting on Performance |     | The Committee noted that all SLAs with WUTH have been extended to end June 2020; the Committee is mindful that a decision will need to be made if it is anticipated to extend beyond June.  | The position to be kept under review.  | PC                           | March 2020                   |

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|---------------------------|-----|---|--------------------------------------|-------------|------------------------------|
| Performance Risk Register |     | <p>The Committee reviewed the risks and noted the ongoing work in relation to the risk register.</p> <p>The Committee discussed the merit in adding the delay in delivery to the new building to the risk register and it was highlighted that this was currently on the Board Assurance Framework.</p> | Ongoing review of the risk register. | JT/AW       | Ongoing                      |

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| ALERT  | the Committee on areas of non-compliance or matters that need addressing urgently  |
| ADVISE | the Committee on any on-going monitoring where an update has been provided to the sub-committee and any new developments that will need to be communicated or included in operational delivery |
| ASSURE | the Committee on any areas of assurance that the Committee/Group has received  |