University Hospitals of Leicester **NHS**
NHS Trust

To:	**Trust Board**	
From:	**Jim Birrell, Interim Chief Executive**	**Trust Board Paper T**
Date:	**20 December 2012**	
CQC regulation:		

Title:	Foundation Trust (FT) Application Update

Author/**Responsible Director:** Helen Harrison – FT Programme Manager / Jim Birrell, Interim Chief Executive

Purpose of the Report:

To provide an update on UHL's Foundation Trust (FT) application process, and progress against the timetable set out in the Trust's Tripartite Formal Agreement.

The Report is provided to the Board for:

Decision		Discussion	
Assurance	X	Endorsement	

Summary / Key Points:

UHL's FT application timetable is set out in a Tripartite Formal Agreement (TFA), which was signed off by the Trust, the Strategic Health Authority and our commissioners in March 2012 and by the Department of Health (DoH) in July 2012.

Recommendations:

The Trust Board is asked to Note the Trusts current status against the key milestones set out in the TFA.

Previously considered at another corporate UHL Committee?

Strategic Risk Register	**Performance KPIs year to date**
Yes	

Resource Implications (eg Financial, HR)

Assurance Implications

Yes

Patient and Public Involvement (PPI) Implications

The Trust will be consulting on the principle of FT status, the benefits, the issues, the governance arrangements and the Trust's vision and values. The Integrated

Business Plan and Long Term Financial Model will be subject to future engagement activity with key stakeholders.
Equality Impact
None
Information exempt from Disclosure
None
Requirement for further review?
FT application updates will be presented to the Trust board on a monthly basis.

REPORT TO: Trust Board

DATE: 20th December 2012

REPORT FROM: Jim Birrell, Interim Chief Executive

SUBJECT: Foundation Trust Application Update

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1) Background

This paper provides an update on UHL's Foundation Trust (FT) application process, and progress against the timetable set out in the Trust's Tripartite Formal Agreement.

2) UHL's FT timetable

UHL's FT application timetable is set out in a Tripartite Formal Agreement (TFA), which was signed off by the Trust, the Strategic Health Authority and our commissioners in March 2012 and by the Department of Health (DoH) in July 2012.

Key points to note from the timetable are:

- The date when UHL's FT application will be submitted to the DoH is 1st of August 2013. This would result in a potential FT authorisation date of 1st April 2014

- The Trust has completed self assessments against both the Quality Governance Framework (QGF) and the Board Governance Assurance Framework (BGAF)

- Both of these self-assessments have been subject to independent third party review throughout the remainder of November and early December. At the time of writing this paper, neither independent report was yet available for review

- The Trust submitted a second draft IBP / LTFM to the SHA on the 30th November 2012 along with a number of other key FT application documents. These documents will inform the UHL / SHA Readiness Review meeting, which in turn informs the SHA's decision to progress the Trust to the FT assurance and sign off stage

- The Readiness Review Meeting is scheduled to take place on 19 December 2012

- The reports from the independent third party review of the Quality Governance Framework (QGF) and the Board Governance Assurance Framework (BGAF) self assessments form part of the readiness review documentation. Other documentation needed for the readiness review includes:

    – A full draft IBP and LTFM, including cost improvement plans (CIPs) and downside modelling
    – Our Clinical Strategy
    – Our enabling strategies (Estates, Workforce, IT, R&D and Membership)
    – Our final draft public consultation document
    – Self certifications
    – Strategic Risk Register FT programme risk register including Board Assurance Framework

- A **final** IBP / LTFM will need to be submitted to the SHA in July 2013 prior to the UHL / SHA Board to Board and final review before an application to become an FT is submitted to the DoH

3) Progress against UHL's TFA

Achievement against the key milestones set out in UHLs TFA is reported to the SHA on a monthly basis through the trust over-sight self certification and is also reported in the Trusts monthly Quality and Performance (Q&P) Report. As reported in the month 8 Q&P Report UHL's progress against the key milestones identified in the TFA is as follows:

Date	TFA Milestone	RAG (for future milestones)
Apr- Aug 2012	**1) Engagement with stakeholders on principles underpinning LLR Reconfiguration Programme:** Fully achieved on time	
Apr - Sept 2012	**2) Development of LLR Clinical Strategy and Site and Service Reconfiguration Proposals:** Not fully achieved. The outcomes of the LLR Better Care Together (BCT) scenario modelling workshops have resulted in proposals for revised BCT governance arrangements and principles (including financial). These will form the basis of a LLR BCT Memorandum of Understanding which will be presented to the 20th December 2012 BCT Programme Board. This will assist the delivery of LLR plans for reconfiguration based on the outputs of the economic modelling and any subsequent LLR plans for reconfiguration	
Jul 2012	**3) Complete financial assessment of target health system model:** Not fully achieved. LLR Economic Modelling is in the procurement phase. The closing date for tenders is 2nd January 2013 with a view to work commencing on the 28th January and completion by 31st March 2013	
Quarterly	**4) Achievement of 2012/13 financial plan:** Achievement of 2012/13 financial plan: At the end of November, the Trust reported a £7.1m deficit which is £8.3m adverse to the planned surplus of £1.2m. A financial recovery paper and plan was submitted to and approved by the Trust Board in October to ensure delivery of the year end £46k surplus. The actions within the recovery plan are being implemented to ensure delivery of the year end target	🔴
Jun 2012	**5) Complete Quality Governance Framework (QGF) / Board Governance Assurance Framework (BGAF) self assessments:** Self assessments against the QGF and BGAF completed	
Jul 2012	**6) Confirm specific LLR reconfiguration priorities over a 3 year time horizon:** Not fully achieved. This will be determined by the economic modelling	
Sept 2012	**7) Draft pre-consultation Business Case considered by Trust Boards:** Not fully achieved. A draft compelling case for change and criteria has been developed, to be presented to the 20th December BCT Programme Board. The BCT Programme Board has agreed that any statutory consultation will commence in May/June 2013 pending the output of the economic modelling and agreement of the resulting LLR wide plans	
1st Oct 2012	**8) Pre-consultation Business Case and timelines for LLR service reconfigurations finalised:** Not fully achieved. This will follow the achievement of milestones 2, 3 & 6	

Date	TFA Milestone	RAG (for future milestones)
1st Oct 2012	**9) UHL Clinical Strategy developed and preferred options costed:** Not fully achieved. The service developments underpinning the Trust's Clinical Strategy will be costed as further iterations of the IBP / LTFM are developed	
31st Oct 2012	**10) Submit early draft IBP / LTFM to the SHA:** Fully achieved on time. A first draft IBP / LTFM was submitted to the SHA on the 31st Oct 2012	
Oct 2012	**11) 3rd party review of self assessment against the QGF / BGAF:** Not fully achieved. Third party reviews are reaching conclusion	
Oct – Dec 2012	**12) Formal Consultation on LLR Reconfiguration Proposals:** The BCT Programme Board has agreed that consultation should commence in May/June 2013 following achievement of the key milestones identified by the BCT Project Management Office.	🟠
Oct 2012	**13) SHA Board and Committee observation:** Fully achieved on time	
1st Dec 2012	**14) Submit FT Application documents (including a draft IBP / LTFM) to the SHA:** Fully achieved on time	
19th Dec 2012	**15) Readiness review meeting held:** On track to deliver	🟢
Jan 2013	**16) HDD1 review:** On track to deliver	🟢
Mar – May 2013	**17) Public consultation on FT Application:** On track to deliver	🟢
May 2013	**18) HDD2 Review:** On track to deliver	🟢
2nd Jul 2013	**19) Final submission of FT Documentation to inform SHA sign off of FT application:** On track to deliver	🟢
Jul 2013	**20) SHA / Trust Board to Board:** On track to deliver	🟢
1st Aug 2013	**21) Submit FT Application to the DoH:** On track to deliver	🟢

4) Governance arrangements for the planning process

The Trust Board will be aware that the FT timeline is challenging and that significant pace and grip will be required to deliver against this timeline. The FT Programme Board, chaired by the Chief Executive, continues to meet weekly. The FT Programme Board is responsible, through the Chief Executive, for reporting on progress against the FT programme to the Trust Board and for ensuring that the FT Programme remains on track to deliver.

5) Recommendations

The Trust Board is asked to:

• Note the Trusts current status against the key milestones set out in the TFA.