

## Cover report to the Trust Board meeting to be held on 3 September 2020

Trust Board paper I3

<b>Report Title:</b>	<b>Finance and Investment Committee assurance conference call – Committee Chair’s Report</b> <i>This was not a formally-constituted virtual Board Committee meeting, and was confined to any time-critical items/governance must-dos only. Its purpose was to provide information on, and assurance of, progress.</i>
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<b>Reporting Committee:</b>	<b>Finance and Investment Committee (assurance conference call)</b>
<b>Chaired by:</b>	Andrew Johnson, Non-Executive Director
<b>Lead Executive Director(s):</b>	Simon Lazarus, Interim Chief Financial Officer
<b>Date of FIC conference call:</b>	27 August 2020

**Summary of key public matters considered by the Committee:**

This report provides a summary of the key public issues considered during the Finance and Investment Committee assurance conference call on 27 August 2020 (*involving Mr A Johnson FIC Non-Executive Director Chair, Mr M Traynor Non-Executive Director, Mr S Lazarus Interim Chief Financial Officer, Mr J Shuter Deputy Chief Financial Officer, Miss M Durbridge Director of Quality Transformation and Efficiency Improvement, Mr R Cooper Financial Improvement Director, Mr D Kerr Director of Estates and Facilities [for part of the meeting], and Mr N Bond Deputy Director of Estates and Facilities [for part of the meeting]*). NB: full Minutes will be issued prior to the September 2020 FIC and October 2020 Trust Board meeting.

- **Minutes of the FIC assurance conference call held on 30 July 2020** – these were approved as presented, noting that detailed summaries of that meeting had been submitted to the Trust Board on 6 August 2020.
- **FIC matters arising log** – the FIC Non-Executive Director Chair undertook a detailed review of the actions, receiving updates from lead Executive Directors. The matters arising log would be amended to reflect these updates.
- **Key financial controls in place at UHL** - the report from the Financial Controller confirmed the process for producing a viable and accurate trial balance, including identifying who was responsible for monitoring that process. The FIC Non-Executive Director Chair was content that the report indicated that a previous lack of control would now be addressed, and he noted his expectation that this would be progressed through the overarching financial improvement plan. FIC noted the report.
- **Financial Recovery Board (FRB)** – FIC received and noted the actions from meetings of the FRB meetings held on 28 July 2020 and 11 August 2020, and the agenda from the most recent (25 August 2020) FRB. In discussion on the FRB agenda, the FIC Non-Executive Director Chair reiterated his comment from the July 2020 FIC that (evidenced by the number and range of agenda items) FRB was not currently focusing on its primary purpose: that of driving financial recovery to achieve the targeted outcome. This needed to be addressed with some urgency. The Interim Chief Financial Officer agreed with this point and provided reassurance that FRB would become more targeted on financial recovery now that UHL’s financial recovery programme partner had been appointed. The FIC Non-Executive Director Chair emphasised that the necessary assurance needed to be provided through effective action to change the FRB agenda.
- **Items for noting** – the following reports were received for information:-
  - Executive Performance Board action notes from 21 July 2020.
- **Any other business: contract management** – the FIC Non-Executive Director Chair proposed that the Audit Committee be requested to consider seeking an Internal Audit review of UHL contract management processes, to ascertain whether any further improvements could be identified. Such a review should include consideration of appropriate triggers when long-term contracts neared their end, and ensuring that an appropriate cost perspective was being applied to overall contract management.

**Public matters requiring Trust Board consideration and/or approval:**

**Recommendations for approval**

None

**Items highlighted to the Trust Board for information**

None	
<b>Matters referred to other Committees:</b>	
Suggested review of contract management processes, to the Audit Committee (for an Internal Audit review)	
<b>Date of next FIC assurance conference call:</b>	24 September 2020