

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST****MINUTES OF A FINANCE AND INVESTMENT COMMITTEE (FIC) MEETING, HELD VIRTUALLY ON THURSDAY 26 MAY 2022 AT 9AM VIA MICROSOFT TEAMS****Voting Members Present:**

Mr S Harris – FIC Non-Executive Director Chair  
 Mr A Furlong – Medical Director  
 Mr B Patel – Non-Executive Director  
 Ms L Hooper – Chief Financial Officer  
 Mr J Melbourne – Chief Operating Officer  
 Mr R Mitchell – Chief Executive  
 Mr M Williams – Non-Executive Director

**In Attendance:**

Mr A Carruthers – Chief Information Officer (for Minute 63/22/1)  
 Ms B Cassidy – Director of Corporate and Legal Affairs  
 Miss M Durbridge – Director of Quality Transformation and Efficiency Improvement  
 Mr J Shuter – Director of Operational Finance  
 Ms H Stokes – Corporate and Committee Services Manager  
 Mr J Worrall – Associate Non-Executive Director

		<b><u>ACTION</u></b>
	<b><u>RECOMMENDED ITEMS</u></b>	
<b>59/22</b>	<b>REPORT FROM THE CHIEF OPERATING OFFICER</b>	
	<b><u>Recommended</u></b> – that this Minute be classed as confidential and taken in private accordingly.	
	<b><u>RESOLVED ITEMS</u></b>	
<b>60/22</b>	<b>APOLOGIES FOR ABSENCE</b>	
	There were no apologies for absence.	
<b>61/22</b>	<b>DECLARATIONS OF INTERESTS</b>	
	Mr J Shuter Director of Operational Finance declared his role as Finance Director and Company Secretary of Trust Group Holdings Ltd. As this declaration was judged by the Committee to be a non-prejudicial interest, he remained present at the meeting.	
	<b><u>Resolved</u></b> – that the declarations of interests be noted.	
<b>62/22</b>	<b>MINUTES</b>	
	<b><u>Resolved</u></b> – that the Minutes of the 27 and 28 April 2022 Finance and Investment Committees be confirmed as a correct record.	
<b>63/22</b>	<b>MATTERS ARISING LOG</b>	
	Any updates now provided would be reflected in the next iteration of the action log.	
	<b><u>Resolved</u></b> – that the FIC matters arising log be noted, and any updates provided at this meeting be reflected in the next iteration.	<b>Named leads</b>
<b>63/22/1</b>	Report from the Chief Information Officer (Minute 79/21 of 26 August 2021)	
	<b><u>Resolved</u></b> that this Minute be classed as confidential and taken in private accordingly.	

<b>64/22</b>	<b>ITEMS FOR APPROVAL</b>	
64/22/1	<u>Report from the Director of Operational Finance</u>	
	<b>Resolved</b> – that this Minute be classed as confidential and taken in private accordingly.	
64/22/2	<u>Report from the Chief Financial Officer</u>	
	<b>Resolved</b> – that this Minute be classed as confidential and taken in private accordingly.	
64/22/3	<u>Report from the Chief Operating Officer</u>	
	<b>Resolved</b> – that this Minute be classed as confidential and taken in private accordingly.	
<b>65/22</b>	<b>ICS FINANCE UPDATE</b>	
	FIC received and noted the 2022/23 month 1 ICS finance report, which reflected UHL's position. Detailed ICS financial reporting would recommence from month 2.	
	<b>Resolved</b> – that the ICS finance report be received for information.	
<b>66/22</b>	<b>IN-YEAR REPORTING</b>	
66/22/1	<u>2022/23 Month 1 Financial Position</u>	
	As per paper H, the Trust was reporting a month 1 deficit of £3.8m which was £600k adverse to the current plan. The main driver of that position was non-pay, including a shortfall on CIP delivery and some drug-related costs. The Chief Financial Officer advised that the format of the report continued to evolve. The FIC Non-Executive Director Chair welcomed the dashboards presented in the report, and requested further detail on the creditor position – in response, the Chief Financial Officer outlined the position and provided assurance that the Trust understood the reasons for the creditor increase, with any issues discussed through the UHL Cash Committee. The FIC Non-Executive Director Chair also welcomed the improved debtor position, particularly if that improvement was the result of enhanced policy and procedure changes. The Chief Executive considered that FIC could take assurance from the month 1 financial report.	
	<b>Resolved</b> – that the 2022/23 month 1 finance report be noted.	
66/22/2	<u>2022/23 Capital Plan Month 1 Update</u>	
	As per paper I, month 1 capital expenditure was £3.9m against a year to date plan of £4.9m, and the report advised FIC that there was currently no indication that the Trust would not meet its 2022/23 capital plan. The Chief Financial Officer confirmed that she was reviewing the profile of capital spend, with the aim of having a more even spend through the year. FIC took assurance that the capital programme was currently on track, particularly if viewed through the lens of an evenly spread spend.	
	<b>Resolved</b> – that the 2022/23 month 1 capital report be noted.	
66/22/3	<u>Report from the Director of Quality Transformation Efficiency and Improvement</u>	
	<b>Resolved</b> – that this Minute be classed as confidential and taken in private accordingly.	
66/22/4	<u>Roadmap to Financial Sustainability/Exiting the Recovery Support Programme (RSP)</u>	

	FIC noted the progress, key risks, and action tracker detailed in the May 2022 position. The medium term financial plan was now rated as red. The Director of Quality Transformation Efficiency and Improvement advised that Intensive Support Team feedback would be reported to the June 2022 FIC.	DQTEI
	<b>Resolved – that Intensive Support Team feedback be reported to the June 2022 FIC.</b>	DQTEI
66/22/5	Report from the Director of Corporate and Legal Affairs	
	<b>Resolved – that this Minute be classed as confidential and taken in private accordingly.</b>	
<b>67/22</b>	<b>PLANNING</b>	
67/22/1	Report from the Chief Financial Officer	
	<b>Resolved – that this Minute be classed as confidential and taken in private accordingly.</b>	
	<b>Resolved – that the position be noted.</b>	
<b>68/22</b>	<b>ITEMS FOR NOTING</b>	
68/22/1	Executive Finance and Performance Board (EFPB)	
	<b>Resolved – that the 26 April 2022 EFPB actions and the 24 May 2022 EFPB agenda be noted as per papers M1 and M2.</b>	
<b>69/22</b>	<b>ANY OTHER BUSINESS</b>	
	There were no items of any other business.	
<b>70/22</b>	<b>IDENTIFICATION OF ANY KEY ISSUES FOR THE TRUST BOARD</b>	
	<b>Resolved – that (A) the item in confidential Minute 59/22 be recommended to the next private Trust Board for approval, and</b>	FIC NED CHAIR
	<b>(B) the discussions in confidential Minutes 66/22/3, 66/22/5, and 67/22/1 be highlighted to the Trust Board for information.</b>	FIC NED CHAIR
<b>71/22</b>	<b>DATE OF NEXT MEETING</b>	
	<b>Resolved – that the next meeting of the Finance and Investment Committee be held virtually on Thursday 30 June 2022, from 9am to 11.15am via Microsoft teams.</b>	

The meeting closed at 10.45am

Helen Stokes Corporate and Committee Services Manager

#### **FIC Attendance Record 2022/23**

Voting Members:

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
S Harris	3	3	100	R Mitchell	2	1	50
A Furlong	2	1	50	B Patel	3	2	67
L Hooper	3	3	100	M Williams	3	3	100
J Melbourne	2	2	100				

Non-Voting Members/Attendees:

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
B Cassidy	3	3	100	J Shuter	3	3	100
M Durbridge	2	2	100	J Worrall	3	3	100