

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**MINUTES OF A FINANCE AND INVESTMENT COMMITTEE (FIC) MEETING, HELD VIRTUALLY ON THURSDAY 22 DECEMBER 2022 AT 9AM VIA MICROSOFT TEAMS****Voting Members Present:**

Mr S Harris – FIC Non-Executive Director Chair
 Mr S Barton – Deputy Chief Executive
 Mr A Carruthers – Chief Information Officer
 Ms G Collins-Punter – Associate Non-Executive Director
 Mr A Furlong – Medical Director
 Ms L Hooper – Chief Financial Officer
 Mr J Melbourne – Chief Operating Officer
 Mr B Patel – Non-Executive Director (up to and including Minute 156/22/4)
 Mr M Simpson – Director of Estates and Facilities
 Mr M Williams – Non-Executive Director
 Mr J Worrall – Associate Non-Executive Director

In Attendance:

Ms B Cassidy – Director of Corporate and Legal Affairs
 Miss M Durbridge – Director of Quality Transformation and Efficiency Improvement
 Mr R Manton – Head of Risk Assurance
 Mr J Shuter – Director of Operational Finance
 Ms H Stokes – Corporate and Committee Services Manager

		<u>ACTION</u>
	<u>RECOMMENDED ITEMS</u>	
161/22	ITEMS FOR APPROVAL	
	<u>Recommended</u> – that this Minute be classed as confidential and taken in private accordingly.	
162/22	REPORT FROM THE DIRECTOR OF ESTATES AND FACILITIES	
	<u>Recommended</u> – that that this Minute be classed as confidential and taken in private accordingly.	
	<u>RESOLVED ITEMS</u>	
163/22	APOLOGIES FOR ABSENCE	
	There were no apologies for absence received.	
164/22	QUORUM	
	The meeting was confirmed to be quorate.	
165/22	DECLARATIONS OF INTERESTS	
	Mr S Harris FIC Non-Executive Director Chair and Mr J Shuter Director of Operational Finance declared their respective roles as Director, and Finance Director and Company Secretary of Trust Group Holdings Ltd. As these declarations were judged by the Committee to be non-prejudicial interests, they remained present at the meeting.	
	<u>Resolved</u> – that the declarations of interests be noted.	
166/22	SCOPE OF MEETING	

	Due to the operational pressures facing the Trust, this would be a shortened FIC meeting focusing solely on the items contained in these Minutes. Papers had been circulated and reviewed for all other items originally listed on the agenda, but would not be discussed.	
	Resolved – that the position be noted.	
167/22	MINUTES	
	Resolved – that the Minutes of the 24 November 2022 FIC meeting be confirmed as a correct record.	
168/22	MATTERS ARISING LOG	
	There were no additional comments made on the positions stated in the FIC action log.	
	Resolved – that any updates provided at this meeting be reflected in the next iteration of the action log and taken forward by the appropriate lead.	Named leads
169/22	IN-YEAR REPORTING	
169/22/1	Report from the Chief Financial Officer	
	Resolved – that this Minute be classed as confidential and taken in private accordingly.	
169/22/2	<u>2022/23 Cost Improvement Programme (CIP) Update</u>	
	<p>As at the November 2022 FIC, the Director of Quality Transformation Efficiency and Improvement highlighted the continued good progress re: cash-out CIP delivery (ahead of plan by £1.4m as at month 8). Good progress was also being made on productivity schemes, which were £4.3m ahead of plan. The Director of Quality Transformation Efficiency and Improvement reiterated her month 7 comments that the Trust was in a positive position to deliver the 2022/23 CIP, and she provided assurance that work continued for 2023/24 CIP planning, including a focus on key transformation projects including administrative transformation. The Director of Quality Transformation Efficiency and Improvement also advised that UHL's Director of Productivity would attend FIC from January 2024 onwards, to provide assurance on CIP and transformation progress. FIC agreed to highlight this discussion on CIP progress to the Trust Board for information.</p> <p>The FIC Non-Executive Director Chair also thanked the Director of Quality Transformation Efficiency and Improvement for her significant contribution to UHL's CIP planning framework and delivery.</p>	
	Resolved – that the position be noted.	
170/22	ANY OTHER BUSINESS	
	There were no items of any other business.	
171/22	IDENTIFICATION OF ANY KEY ISSUES FOR THE TRUST BOARD	
	Resolved – that (A) the items in confidential Minutes 161/22 and 162/22 above be recommended to the next private Trust Board for approval, and	FIC NED CHAIR
	(B) all remaining items discussed at this meeting be highlighted to the Trust Board for information.	FIC NED CHAIR
172/22	DATE OF NEXT MEETING	

Resolved – that the next meeting of the Finance and Investment Committee be held virtually on Friday 27 Jan 2023 from 12.30pm.

The meeting closed at 10.06am

Helen Stokes **Corporate and Committee Services Manager**

FIC Attendance Record 2022/23

Voting Members:

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
S Harris	11	10	91	J Melbourne	10	9	90
S Barton (from 1 July 2022)	6	6	100	R Mitchell (until 30 June 2022)	4	3	75
A Carruthers (from Dec 2022)	1	1	100	B Patel	11	10	91
G Collins-Punter (from Dec 2022)	1	1	100	M Simpson (from Dec 2022)	1	1	100
A Furlong	10	6	60	M Williams	11	11	100
L Hooper	11	10	91	J Worrall (from Dec 2022)	1	1	100

Regular Non-Voting Members/Attendees:

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
S Barton (until 30 June 2022)	1	1	100	M Durbridge	10	10	100
A Carruthers (until Dec 2022)	6	6	100	J Shuter	11	11	100
B Cassidy	11	10	91	M Simpson (until Dec 2022)	6	4	67
G Collins-Punter (until Dec 2022)	6	4	67	J Worrall (until Dec 2022)	10	10	100