

**West Hertfordshire Hospitals NHS Trust
Sub Committee Summary Report**

Finance and Planning Committee
25 September 2006

Key items discussed

- Burns and Plastic Surgery
- Finance
- Performance
- Surgi Centre

Actions agreed

Burns & Plastics

- Letter to be sent to Royal Free Hospital's CEO & Chairman setting out Trust's position regarding residual site liabilities
- Sue Fogden to be asked to advise on issues associated with District Valuer's Assessment
- Discussion to take place between Hillingdon Hospitals Trust and WHHT regarding the presentation of a joint case to the Department of Health in relation to capital charges
- An analysis of what the consequential costs might have been if services had not transferred to the Royal Free to be undertaken in preparation for any presentation to the Department of Health
- A full paper to be prepared setting out the financial movements between the loss of Burns and Plastic Services and the gaining of Paediatric Services

Performance Report

- Weekly sit rep reports to be circulated to NEDs with weekly NED briefing
- Risk register to be adjusted once urgent equipment purchased
- Position on written information to PCTs on fractured NOFs to be investigated
- Further narrative explanation to be provided in future reports in respect of items 2.1, 2.2 and 2.3
- Monthly staffing report to be provided to F&P
- An analysis to be provided of the likely workforce requirements following changes to capacity as a result of commissioning intensions and the implementation of interim measures following the outcome of consultation
- Bank figures to be split out from agency and locum figures
- Report on HR action plan to be provided

- Briefing report to be provided on the capacity issues within surgery to include cancelled ops, theatre management and bed utilisation

Financial Recovery

- Breakdown of bank, agency, locum and overtime expenditure to be included in monthly financial report
- Consultation document to be prepared and issued to trade unions in relation to staff reductions as a result of commissioning changes
- A further paper to be prepared for trade unions on potential staff reductions as a consequence of the outcome of the consultation and moving forward with service reconfiguration

Month 5 position

- Formal report to be provided to F&P on how the market forces factor issues are being represented in the accounts
- Definitive list of capital expenditure to be provided
- A cash management plan to be provided

Items Referred/Escalated, Where To And Why

None

Progress on Standards for Better Health

- Reported as part of Performance Report

Risk Issues Identified And Actions Taken

- Reported as part of Performance Report