

To:	Public Trust Board
From:	Jayne Warner, Trust Secretary
Date:	1 March 2016
Essential Standards:	

Title:	Draft Terms of Reference for Finance, Service Improvement and Delivery Assurance Committee						
Author/Responsible Director: Jayne Warner, Trust Secretary/Ron Buchanan, Chairman							
Purpose of the Report:							
Proposed terms of reference for Finance, Service Improvement and Delivery Assurance Committee.							
The Report is provided to the Board for:							
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Summary/Key Points:							
<p>At their February meeting the Board agreed to merge the Service Transformation Committee and the Finance, Performance and Investment Committee. Merging of the Committees was to allow adequate non executive representation to be achieved across the meetings ahead of the arrival of the new Trust Chair without increasing the meeting burden on individual non executives.</p> <p>Risk of duplication would be reduced and assurance in respect of key transformation work programmes would be considered in one area. It was anticipated that the merged committee meeting would be extended to allow coverage of the following areas, with consideration given to a structure similar to that of Quality Governance Committee whereby sub committees provide upward assurance to the overarching committee.</p> <p>The Committee would provide assurance to the Board on the following areas</p> <p>Strategy Development</p> <ul style="list-style-type: none"> • Development of long term strategy, medium term financial plan and clinical strategy 							

Oversee annual integrated planning and performance cycle (financial, workforce, capacity)

- Agreement of corporate objectives
- Annual plan development
- Performance against Trust objectives

Delivery of Trust financial duties

- Assurance around development of annual budgets
- Performance against and delivery of financial targets including efficiency
- Alignment of financial plan with operational and strategic plans
- Monitoring of capital investment plans and delivery

Progress against major business cases and thematic strategies (eg digital strategy, estates strategy including post project evaluation)

The new arrangement will optimise coverage of the key committees by our existing non executive director resource and should not detract from scrutiny and oversight capability. Learning from the recent financial governance reviews will be embedded into its working protocols.

Recommendations:

The Board are asked to consider and agree the terms of reference for the committee.

Strategic Risk Register

Performance KPIs year to date

Resource Implications (eg Financial, HR)

Assurance Implications

Patient and Public Involvement (PPI) Implications

Equality Impact

Information exempt from Disclosure

Requirement for further review?