

## Board of Directors Cover Sheet

<b>Subject:</b>	Finance Committee report		<b>Date:</b> 28/9/17	
<b>Prepared By:</b>	Paul Robinson, Chief Financial Officer			
<b>Approved By:</b>	Neal Gossage, NED, Finance Committee Chair			
<b>Presented By:</b>	Neal Gossage, NED, Finance Committee Chair			
<b>Purpose</b>				
This paper informs members of the proposed changes to the schedule of Finance Committee meetings			<b>Decision</b>	
			<b>Approval</b>	X
			<b>Assurance</b>	
<b>Strategic Objectives</b>				
<b>To provide outstanding care to our patients</b>	<b>To support each other to do a great job</b>	<b>To inspire excellence</b>	<b>To get the most from our resources</b>	<b>To play a leading role in transforming health and care services</b>
X	X	X	X	X
<b>Overall Level of Assurance</b>				
	<b>Significant</b>	<b>Sufficient</b>	<b>Limited</b>	<b>None</b>
n/a				
<b>Risks/Issues</b>				
<b>Financial</b>	n/a			
<b>Patient Impact</b>	n/a			
<b>Staff Impact</b>	n/a			
<b>Services</b>	n/a			
<b>Reputational</b>	n/a			
<b>Committees/groups where this item has been presented before</b>				
n/a				
<b>Executive Summary</b>				
<p>The Finance Committee has reviewed its annual work plan and schedule of meetings. The Committee's aim is to schedule its meetings around specific events in the financial year calendar and proposes the following annual schedule:</p> <ul style="list-style-type: none"> <li>• January to discuss contract sign off for the New Year as well as the Trust position statement.</li> <li>• March to include budget setting sign off and annual planning on the agenda.</li> <li>• April to include update on year-end figures and update on reference costs submission on the agenda.</li> <li>• July to review Quarter end figures from June and review reference costs submission.</li> <li>• October to review half year performance and year end forecast as well as to begin planning for the next year.</li> <li>• A meeting in mid – December will review plans for the following year and receive an update on contract negotiations</li> </ul> <p>Standing Agenda items will continue to include Financial Performance Report, CIP update, Divisional reviews, Alliance and STP updates, BAF review and NHSI updates.</p> <p>The Chief Financial Officer will ensure that Finance report is prepared monthly and is discussed with the Finance Committee Chair and made available to Board members via the reading room.</p> <p>The Board is requested to consider and approve the proposed meetings schedule</p>				