

SOUTH EASTERN HEALTH & SOCIAL CARE TRUST**Minutes of a meeting of the South Eastern HSC Trust
Finance Committee held on Monday 22 May 2017 at 12.30pm
in the Meeting Room, Trust Headquarters, Ulster Hospital**

Present:	Mr M Mawhinney	Non-Executive Director (Chairman)
	Ms L O'Neill	Non-Executive Director
	Mr N Brady	Non-Executive Director
In Attendance:	Mr N Guckian	Director of Finance & Estates
	Mr P Morgan	Asst Director Financial Management
	Miss C Hughes	Personal Assistant

12/17 Welcome

Mr Mawhinney welcomed everyone to the meeting. He noted that apologies had been received from Mr McKenna, Trust Chairman, and Mr McCaughey, Chief Executive.

Action**13/17 Conflict of Interest**

Mr Mawhinney checked if anyone had any conflict of interest with any items listed on the agenda and it was confirmed that there were none by all present.

14/17 Lisburn Primary & Community Care (PCC) Update

It was noted that an Update Report had been circulated in advance with papers for the meeting. Mr Mawhinney commended the format of the Update Report which clearly outlined key milestones and the current status.

During discussion Mr Guckian noted that this project, and its financial process, is a Ministerial instruction to the Trust and can only be overturned by another Ministerial instruction. The project is being carried out under standard business case process.

Mr Guckian noted that no current buildings are being demolished until after the contract is signed. Then appropriate action will be taken to clear the site of the new building. In the forthcoming months action will be taken to ensure the contract is signed by all parties (including relevant GPs); that the HSCB fund revenue consequences and that the project is appropriately managed. Appropriate assurances should be provided to future Finance Committee meetings.

15/17 Phase B Gateway Review**Action**

The NI Gateway Review of the Ulster Hospital Phase B Development (Review 4 – Readiness for Service) was circulated in advance with papers for the meeting.

Mr Mawhinney noted that the Review was quite positive. During detailed discussion Mr Guckian confirmed that the Inpatient Ward Block and the Acute Service Ward Block were initially to have been built together but the Department of Health asked that they be completed separately. Work is now underway on the Acute Service Ward Block and it is believed that lessons learnt during the Inpatient Ward Block project will be implemented during this project in order to reduce costs.

Mr Mawhinney noted the Summary of Report Recommendations and highlighted the requirement to recruit additional nursing staff. Mr Guckian confirmed that an overseas recruitment process is currently underway and staff are expected to be in place by September.

In response to a query Mr Guckian confirmed that no claims are expected from the builder regarding the Inpatient Ward Block.

16/17 Minutes of the Meeting held on 20 February 2017

The minutes of the meeting held on 20 February 2017, which had been circulated with papers for the meeting, were approved.

17/17 Matters Arising From The Previous Meeting

All issues were included in the agenda.

18/17 Finance Report : Month 12 Executive Summary

The Financial Report Executive Summary (Month 12) had been circulated with papers for the meeting.

Mr Guckian advised that the Trust's year-end financial position cannot be made public until after the Annual Accounts are laid at the Assembly at the end of June 2017. Therefore these minutes cannot be presented to Trust Board until after that date. The Executive Summary was presented for information and the full Annual Accounts will be reviewed and discussed at the Confidential Trust Board meeting scheduled for 2 June 2017. Mr Mawhinney commended the Directors and Finance Team on the positive year end position (£54k surplus).

Action

During discussion Mr Guckian highlighted the accurate forecasting during the financial year and the level presentation evidenced that control was maintained by Directorates on their budget spend particularly during the second half of the year.

Mr Guckian outlined the controls exercised during 2016/17 to achieve this position and the use of slippage funding to reach this position. The challenging position for 2017/18 was detailed in Trust projections.

In response to a query regarding Capital expenditure, Mr Guckian confirmed that the Capital Resource Limit had been fully utilised during the 2016/17 financial year. There had been a few issues with some Directorates allocating funding in the later part of the year and during 2017/18 the Estates Team will agree with each Director their capital priorities for the year.

In respect of the 2016/17 Annual Accounts, Mr Guckian confirmed that the Finance Team will be meeting with the External Auditors (Grant Thornton) later in the week but to date no significant issues have been raised.

19/17 2017/18 Financial Projections

Mr Guckian advised that the Trust has yet to receive an Allocation Letter for 2017/18 which would detail the financial expectations. However it is believed that the Department of Health has received £157m which will be allocated in the near future to the financial pressures. It is anticipated that this allocation will leave a significant underfunding and the Department of Health approach to savings, including slipping service developments for another year, is awaited. The Department of Health are currently going through savings proposals from all Trusts.

20/17 Any Other Business

No additional issues were raised.

21/17 Date of Next Meeting

It was agreed that the next meeting would take place on Monday 26 June 2017 at 11.00am.