

TRANSITION PROGRAMME BOARD MEETING
June 2011

MEETING NOTE

Wednesday 22 June 2011

No.	Issue
1	<p data-bbox="300 472 491 506"><u>Introduction</u></p> <p data-bbox="300 546 1401 618">1.1 DG PS&F spoke to the Board about updating transition plans in the light of the outcome of the Listening Exercise.</p>
2	<p data-bbox="300 663 577 696"><u>Substantive Items</u></p> <p data-bbox="300 736 775 770"><i>(i) <u>Listening Exercise - Update</u></i></p> <p data-bbox="300 810 1417 920">2.1 There was discussion around the High Level Impact Assessment. Further detail would be added to this over the coming weeks. Transition Director introduced a presentation on the post-Listening Exercise transition plans.</p> <p data-bbox="300 960 1417 1099">2.2 An announcement about DH structures would be trailed with DH staff on 7 July and DH SCS staff would be briefed about the top-line DH structure changes on 19 July. CE NHS would communicate NHS structures at the NHS Confed on 8 July.</p> <p data-bbox="368 1144 485 1178"><u>Comms</u></p> <p data-bbox="300 1184 1390 1283">2.3 Comms would be adopting a more rigorous approach to post-Listening Exercise communications, aiming to prioritise announcements critical to transition delivery.</p>
3	<p data-bbox="300 1330 592 1364"><i>(ii) <u>Finance Update</u></i></p> <p data-bbox="300 1404 1394 1514">3.1 Director, NHS Finance spoke to his paper, tabled at the meeting, which addressed the latest running costs (for the new organisations) and transition costs position.</p>
4	<p data-bbox="300 1559 475 1592"><i>(iii) <u>Estates</u></i></p> <p data-bbox="368 1632 592 1666"><u>Enabled Estate</u></p> <p data-bbox="300 1673 1382 1783">4.1 Director, Information Services provided an update progress by the new workstream that brings together the DH/ALB estates and related ICT work.</p> <p data-bbox="368 1823 767 1856"><u>Other Estate Developments</u></p> <p data-bbox="300 1863 1417 2033">4.2 Timings around some of the proposals for some of the DH / ALB estate would be revisited in the light of the listening exercise. The Estates team would provide a further update for the August Programme Board. There was also feedback on progress around the SHA / PCT Admin estate, and options for handling the operational estate.</p>

5	<p><u>(iv) Informatics</u></p> <p><u>Timings</u></p> <p>5.1 Transition Director, Informatics, reported to the Board on when he hoped to be able to provide more detailed timings around proposals for the national shared informatics system, the numbers of staff likely to be affected, and where they were currently employed.</p> <p><u>Transition Costs</u></p> <p>5.2 Transition Director, Informatics, also presented a paper on the latest estimates around those costs of system application and infrastructure changes that are due to the organisational reorganisation.</p>
6	<p><u>Scoping Document – Business Support Services Transformation (BSST)</u></p> <p>6.1 The BSST scoping paper had been circulated ahead of the May Board meeting, and no substantive comments had been received in the meantime. The paper had already been signed off by the BSST Board.</p>
7	<p><u>Emergency Preparedness, Resilience & Response</u></p> <p>7.1 DG Health Improvement & Protection explained that discussions were ongoing to confirm the arrangements for public health emergencies.</p>
8	<p><u>Forward Look</u></p> <p>8.1 The next meeting would include items on the Health Research Agency and on digital communications.</p>
9	<p><u>AOB</u></p> <p>9.1 The next meeting would be held on Monday 1 August. The meeting following that will be on Thursday 15 September.</p>