

Regional Centre for Teaching, Trauma and Tertiary Care
Notes of the Programme Board Meeting
Held on Friday 22nd October at 2.00pm in the F110, Trust HQ, RSCH

- Present:** Chris Adcock, Anna Barnes, Ramona Booth (NHS Brighton and Hove), Peter Hale, Simon Maurice, Julie Nerney and Duane Passman (Chair).
- In Attendance:** Richard Buckingham (BDP) Steve Chudley (LO'R), Neil Cadenhead (BDP), Luke Hodgson, (Clinical Leadership Fellow, BSUH) Karen Hicks (LO'R), David May (South Coast Audit), Phil McCartney (Sussex HIS) and Jonathan Puddle (Turner and Townsend).
- Apologies:** Jo Andrews, Jon Cohen, Sam Chittenden (NHS East Sussex, Downs and Weald), Rachel Clinton, Nick Fox (NHS West Sussex), Graham Dodge, Steve Gallagher, Nick Groves, Liz Horkin, Gill Long (NHS West Sussex), Iain McFadyen, Kate Parkin, Martin Randall (B&HCC) Paul Richards (NHS South East Coast), Duncan Selbie, Doug Stevens (South Coast Audit) Debra Wheeler (NHS West Sussex) and Liz Whelan.

1. Welcome, Introductions & Apologies

- 1.1 Duane Passman welcomed everyone to the meeting and introductions were made.

2. Notes

- 2.1 The notes of 24th September were approved as an accurate record.

3. Matters arising from the notes

- 3.1 Radiotherapy site in West Sussex: Jill Long had sent apologies and would update at the next meeting.
- 3.2 Project Cost Report: This item was on the agenda for later in the meeting.
- 3.3 HIS risk register: Anna said that she was awaiting a response from Steve Fenner. Phil McCartney agreed to pursue this.

Action: Phil McCartney

- 3.4 South Coast Audit attendance at risk sub committee: Anna reported that Doug Stevens had now joined the 3Ts Programme Risk Sub-Group and had attended two meetings that month.

- 3.5 Full Risk Register: This had been made available to the project team for the October meeting.

4. Reports/notes from sub-committees reporting to Programme Board

- 4.1 3T Core Team meetings from Core Team meetings from 17th, 24th September and the 1st October were received and noted.

5. Presentation from Design Team

5.1 **Sustainability:** Richard Buckingham gave a presentation about the possible design innovations which could be incorporated within 3Ts which will promote the sustainability of the building, both in construction and operational terms. His presentation provided suggestions about the use of grey water, for instance which could be reused within the building. He also covered the use of bio-fuels, solar gain, (including how this could be used to both heat and cool the building). Members of Programme Board were extremely interested to hear that the return on the initial investment for Combined Cooling, Heating and Power across the RSCH campus could be within as little as three years. Duane asked for some more detailed financial modelling to be undertaken and then reported back to Programme Board.

Action: BDP

5.2 **Traffic and Parking:** Neil Cadenhead then presented some data about parking provision both within 3Ts and with respect to other schemes. He explained that the existing NHS guidance was that a scheme of this size should make provision for 2,250 spaces. However, this was not possible within the constraints of the site, and this guidance referred to green field (usually out of town) sites with no public transport infrastructure.

5.3 Julie Nerney asked how the current figure of 280 new spaces had been calculated (which would give a total of just under 700 spaces on site). Duane explained that this was a figure that had previously been discussed with Council Officers and was based on the Council's extant planning guidance.

5.4 Duane fed back to the Board that, whilst B&HCC commended the BSUH travel plan, there was a perception that it had "failed", and that traffic/demand for parking on the site was still not being well managed. Duane stressed that more work would need to be undertaken to justify and underpin car parking numbers in advance of the Full Planning Consent being submitted.

5.5 Julie commented that the frail/elderly patients who needed to access the site found public transport difficult to manage and that the local authority needed to understand the needs of this group. Anna added that they often needed escorting into the hospital and could not easily be left at drop off points, which added to the pressure on parking.

5.6 Duane commented that feedback from Brighton & Hove bus company was that 3Ts was too "car centric" and on this basis they would not support the development proposals. Duane reported that a meeting is being arranged with key executives from the company to discuss their concerns and to identify a way forward.

5.7 Neil suggested that BSUH should collect the post codes of all the patients who attend the RSCH site so as to determine the likely needs for parking for people from rural areas (and those who might be frail/elderly)¹.

Action: Anna Barnes

5.8 Duane asked if the risk register could be altered to reflect this as a planning risk.

Action: Anna Barnes

¹ The Health Impact Assessment suggests that approximately 20% of visitors are from outside Brighton and Hove which equates to an additional 100 visitors per day from out of area (figures to be confirmed).

- 5.9 **Construction and traffic management:** Steve Chudley gave a presentation about the proposals for managing construction traffic on site. In summary, the latest off site construction methods and “just in time” delivery of off-site fabricated units sought to minimise the delivery and storage of materials.
- 5.10 He also explained that the Section 106 agreement with the local authority would regulate the hours of work on the site.
- 5.11 Steve outlined that an off site car park for contractors would be set up in order to minimise the impact on local residents (which had not happened during the construction of the RACH). However there would still be a large amount of daily construction traffic.
- 5.12 Duane indicated that international research appears to indicate that the construction methodology described (known as “Design for Manufacture and Assembly”) could contribute to time and cost savings and it was his expectation that these should be further demonstrated as the design and construction delivery methodologies become more refined.

6. Project reporting tool

- 6.1 Anna Barnes updated the Board on the development of the project reporting tool. The main scheme update demonstrated that the design process was going well and was now on schedule.
- 6.2 Duane added that he proposed to ask the design team to present the 3D visualisation modelling which was being used to inform the design development of the 1:50 room layouts the following month. He noted that this innovation, linked to Building Information Modelling and how this fed into DfMA and then into modelling the performance of the building in use was, he believed, innovative to this development programme in the UK at least.
- 6.3 Phil McCartney asked how the 3Ts IT report linked with the Trust’s proposals for the EPR. Duane explained that Gary Steen was providing a link between both programmes.
- 6.4 Julie Nerney wanted to know how the link between 3Ts and the Trust’s existing governance arrangements would be maintained. Anna offered to look at the linkages with the Trust’s new governance structures.

Action: Anna Barnes

- 6.5 This update was accepted. Anna added that risks were now being added via the project reporting tool, which was updated monthly.

7. Project Cost report

- 7.1 Jonathan Puddle presented the report from Turner and Townsend. It was reported that the projected overcommitment on decanting which had been reported the previous month was being managed down as the design developed.
- 7.2 Julie Nerney asked if he was assured that the costs were being well managed he replied that this was so.
- 7.3 The cost report was accepted. Duane thanked Jonathan for the report.

8. Risk Register

- 8.1 Anna Barnes presented the complete register of 219 risks, following the amalgamation of the total risks from the decant register, the main scheme, LO'R and St Mary's.
- 8.2 Julie Nerney said that she found the summary reports more helpful and was satisfied that the new system linked in with the Trust's existing assurance framework.
- 8.3 Anna's report on the revised reporting structure for risk management was accepted.

Action: Anna Barnes

9. Any Other Business

- 9.1 Duane gave some background to the Comprehensive Spending Review. Against the proposed £2 billion cuts to the capital budget over the CSR period, he reported that all the schemes announced in the Chancellor's statement had already been approved.
- 9.2 Duane added that discussions regarding funding were continuing with DH, but would commence in earnest after the Planning Submission to B&HCC.
- 9.3 Julie Nerney asked about the Helipad Option Appraisal. Duane explained that option B12 was not viable because of wind turbulence, and the original option (B1) was looking to be the only one which was workable.
- 9.4 Duane gave some background to the exhibition in Hove Town Hall which had been a useful communication exercise, attended by 34-40 people per day. The model had attracted a lot of attention, and had been unveiled by members of the Patient Public Design Panel. He outlined the plans to have another piece in the Argus.
- 9.5 As there was no other business, Duane thanked everyone for attending and the meeting finished at 4.00pm.

10. Date of the next meeting

Next Meeting: Friday 26th November 2010, 2pm to 4pm in Room F110, Trust HQ, RSCH.