

Brighton & Sussex University Hospitals NHS Trust – Gateway 1 Review Action Plan. November 2011 Updated July 2014

Ref. No.	Gateway Recommendation	Timing	Agreed Trust Response 25 November 2011	July 2014
1.	The SRO should identify a clear lead for all workforce development activities and ensure that the outputs and timelines for this work are fully integrated into the development of the FBC and Long Term Financial Model.	Do Now	Accepted. The lead for all workforce activities across the Trust is our new Director of HR and OD, Graham White. On a day to day basis, detailed input into the 3Ts development will be provided by Simon Selby (Workforce Planning) and Sharon Howes (general HR issues). This arrangement is now in place. Alongside the actions to respond to recommendation 4 below, we will also produce a parallel project plan for our FT application to ensure that the FBC development and further developments of the LTFM are properly integrated.	The Trust has established a single Strategy and Business Planning Group involving 3Ts, workforce, LTFM and senior financial leads. This group has overseen all subsequent submissions of workforce plans for the 3Ts OBC, annual planning returns and Integrated Business Plan/LTFM, ensuring that submissions are fully aligned to the LTFM and overall Trust financial strategy. The timescales for the Trusts' FT application is currently under review pending the outcome of the CQC inspection in May 2014'
2.	The Programme Director should refresh and implement an effective communications strategy to fully engage with all staff and stakeholders.	Do By December 2011	Accepted. This will be taken to the December Programme Board. We will redouble our efforts on staff engagement in particular.	Done

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3.	The SRO should review the role of the Programme Director to be clear on its scope and its capacity to deliver the programme.	Do By OBC approval	Accepted. The Programme Director will relinquish wider responsibility for the Estates and Facilities portfolio by no later than 31 March 2012 to focus on the successful delivery of the 3Ts Programme.	Done but PD has taken on the SRO role as per the Selim governance review of 2013.
4.	The Programme Director should prepare a fully resourced master programme to plan all activity that is required to complete and publish the FBC.	Do By December 2011	Accepted. This will be made available to the December Programme Board.	Complete and presented to PB in June 2012.
5.	The SRO should identify a clear negotiation strategy and lead negotiator to establish the rules of engagement and secure a demonstrable value for money offer from the marketplace.	Do By OBC approval	Accepted. The negotiation strategy will be taken to the January 2012 Programme Board. The lead negotiator will be the Programme Director. The strategy and the negotiations will have the close input of our independent cost advisers, Turner & Townsend.	Completed in January 2012