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| **Agenda item:** | **9** |
| **Attachment:** | **D** |

**HRA BOARD COVER SHEET**

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| **Date of Meeting:** | 19 July 2017 |
| **Title of Paper:** | Service Improvement Programme (SIP) |
| **Purpose of Paper:** | To present the high level programme initiation document (PID) of the SIP |
| **Reason for Submission:** | To offer the Board a detailed description of the scope of the programme, its governance and management and intended benefits |
| **Lead reviewer:** | HRA Leadership Team |
| **Details:** | Contained within the PID – however worth specifically noting:* The PID has been informed and developed by the work that has been ongoing since the beginning of the year
* The PID has been shared with and discussed with all staff at recent face to face meetings and is also intended to be shared with 4 nations colleagues
* The delivery of the programme is not intended to be to the detriment of current positive performance – however to achieve both will require a careful balancing of existing resources
* Detailed planning will occur through work carried out within individual workstreams as will further work on intended benefits
* Resources remain very tight – the budget currently allocated is 100k. This allocation will allow the undertaking of activity to develop the blueprint for the integrated process and its subsequent delivery; undertake some small related IT changes that will supplement those that can be achieved through the existing IRAS and HARP; delivery plan; engage further HR and learning resource to support the organisational change work and make available a limited amount of project management support to each of the workstreams
* Further funds have been requested from DH for 17/18 to supplement this initial budget to enable us to access additional PM support and technical expertise to accelerate the scale
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| **Suitable for wider circulation?**  |  Yes. |
| **Time required for item:**  | 10 mins |
| **Recommendation / Proposed Actions:** | **To Approve** |  |
| **To Note** | **Yes** |
| **For Discussion** | **Yes** |
| **Comments** |  |
| **Name:** | Ian Cook |
| **Job Title:**  | Director Transformation and Corporate Services |
| **Date:** | 12th July 2017 |