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| **Agenda item:** | **10** |
| **Attachment:** | **C** |

**HRA BOARD COVER SHEET**

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| **Date of Meeting:** | 23 January 2019 |
| **Title of Paper:** | Transformation Programme Update |
| **Purpose of Paper:** | To update the Board on current progress of the programme |
| **Reason for Submission:** | To offer the Board assurance that satisfactory progress is being made  |
| **Lead reviewer:** | Senior Leadership Team |
| **Details:** | Contained in slide set and on high level plan. However to introduce the item and set the context a short presentation will be given around the background and nature of the programme.Notes on plan:* The Board are asked to note progress being made with much of the plan now in blue as completed activity. Your attention is drawn to the following for discussion:
	+ Line 9 – RED e-submission of amendments. As previously reported it cannot be achieved in current timeline & unable to re-plan, dependency on developments in new IRAS
	+ Line 15 – GREEN Volunteer recruitment – note new activity given recruitment pilot did not yield expected results the team will look into the causes to inform future work.
	+ Line 18 – AMBER PIER - draft expectations in place but task & finish group set up with REC Chairs which is extending the timeline.
	+ Line 19 – AMBER – PIER refreshed content on the website has a dependency on expectations being finalised
	+ Line 22 – RED – PIER Learning support for RECs as presented at the last TB this activity is being de-scoped and won’t be achieved before the end of March

Line 24 – AMBER – Customer Support ITESG mtg in December moved to Jan to this has changed the timeline of delivery of gateway process. Needs joining up with work in IT relating to shared email boxes for windows 365 work. |
| **Suitable for wider circulation?**  |  Yes. |
| **Time required for item:**  | 10mins |
| **Recommendation / Proposed Actions:** | **To Approve** |  |
| **To Note** | **Yes** |
| **For Discussion** | **Yes** |
| **Comments** |  |
| **Name:** | Ian Cook |
| **Job Title:**  | Director Transformation and Corporate Services |
| **Date:** | 18 January 2019 |