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| **Agenda item:** | **10** |
| **Attachment:** | **I** |

**HRA BOARD COVER SHEET**

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| **Date of Meeting:** | 21 January 2015 |

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| **Title of Paper:** | HRA Business Planning 2015 – 16 |
| **Purpose of Paper:** | To provide the Board with an update on the development of next year’s Business Plan.**Timings:**12th December 2014: First draft submitted to Department of Health (DH). W/C 16 February 2015: The final draft is due to be submitted to DH.Late February early March 2015: Clearance by ALB Boards required.W/C 9th March 2015: Final Plan submitted to DH for approval.W/C 23 March 2015: DH approval and confirmation of Budget.End March 2015: Publication of Business Plan.**Content:**For the purposes of consistency and continuity due to the change in HRA legal status, a change in DH personnel and a forthcoming election, the DH requested that the HRA Business Plan follow the format of the previous 2014 – 15 Business Plan. Major changes have included:1. Revision of the HRA Alignment with the Government’s Priorities section. Last year provided an in depth analysis whereas this year an overview is provided.
2. With the approval of the HRA Approval Business Case, the objectives now reflect the greater need for implementation rather than scoping and developing the rationale for the case. There are now, for example, separate sections for HRA Approval, implementing the amendment co-ordination process and transitioning HRA assessment into ‘business as usual’.
3. There are new objectives with regard to the Research Support and Governance Policy which are now pertinent since the HRA as NDPB assumes responsibility for the Research Governance Framework.
4. The implementation of the Programme Office, a key organisational initiative, gains prominence.
5. Developing metrics for HRA Approval remains a key objective and is important to the DH; and
6. Objectives related to the transitioning to NDPB are dropped.

Future Business Planning Development:The Business Planning processes adopted by the HRA to date have been largely driven by DH requirements with the plan itself being developed by the Executive Team. This was expedient and practical given the pace of organisational development required as the HRA matured. It is recognised however that this now needs to change and the Business Planning process needs to become far more inclusive involving the whole organisation and supporting the implementation of the ‘Golden Thread’ methodology. The subject was presented to staff at the All Staff Away Day Event on the 13th November where a considerable appetite for getting involved was articulated. Initial scoping work has been undertaken with initial feedback indicating that a ‘one-size fits all’ approach should not be considered i.e. in Operations objectives are largely set. Proposals are currently being worked on but are likely to include work to link team and individual objectives to the business plan and provide facilitated sessions such as:* An overview session on the Business Plan and each Directorate’s priorities
* A session to facilitate key objective setting by team members linked to last year’s team review / and or the 2014/5 Business Plan
* A session to review performance for last year and identify KPIs for the coming year
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| **Reason for Submission:** | For information |
| **Details:** | See Business Plan 2015 -16 (Draft) |
| **Suitable for wider circulation?** | **No** |

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| **Recommendation / Proposed Actions:** | **To Approve** |  |
| **To Note** | **X** |
| **For Discussion** |  |
| **Comments** |  |

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| **Name:** | Stephen Robinson |
| **Job Title:** | Corporate Secretary |
| **Date:** | 14/01/2015 |