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| **Agenda item:** | **7** |
| **Attachment:** | **B** |

**HRA BOARD COVER SHEET**

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| **Date of Meeting:** | 18 November 2015 |

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| **Title of Paper:** | HRA Approval Gateway Healthcheck |
| **Purpose of Paper:** | The purpose of the Healthcheck is to provide early and informal advice on the progress made by the Programme before the use of further Gateway Reviews, as part of an ongoing external assurance process. |
| **Reason for Submission:** | To provide Board with the report from the DH Gateway Healthcheck team for HRA Approval |
| **Details:** | **Summary of Report Recommendations**  The Review Team makes the following recommendations which are prioritised using the definitions below.   |  |  |  | | --- | --- | --- | | **Ref. No.** | **Recommendation** | **Critical/Essential/**  **Recommended** | |  | To update the Risk Register to include a more comprehensive range of external stakeholder risks | Do now | |  | To resolve the concerns expressed regarding the compatibility of proposed systems with Devolved Governments | Do now | |  | To develop, further, a stakeholder-focussed Communications Plan in advance of Cohorts 3 and 4 | Do now | |  | To confirm a plan to secure the continuity of staffing, from the go-live period to the completion of the Programme | Do by Dec 2015 | |  | To consider how to further engage and support stakeholders including disseminating operational requirements to them and developing a proactive implementation support plan. | Do now | |  | To develop an effective Critical Path for the Programme | Do now | |  | To complete the Benefits Realisation Plan, including agreeing the metrics with stakeholders | Do by March 2016 | |
| **Time required for item:** | **45 mins** |

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

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| **Name:** | Janet Wisely |
| **Job Title:** | Chief Executive |
| **Date:** | 11/11/2015 |