

BOARD PAPER – NHS ENGLAND

Title: Business Planning committee

Clearance:

Professor Sir Malcolm Grant, Chair of the Business Planning committee

Bill McCarthy, National Director: Policy

Purpose of paper:

To provide an update on discussions and actions following the meeting of the Business Planning committee held on 17 December 2013.

Key issues and recommendations:

The committee:

- Agreed the terms of reference.
- Reviewed the timetable for business planning.
- Agreed the mechanism for prioritising business plan work.
- Reviewed the stakeholder engagement plan.
- Considered options for the structure of the business plan.

Actions required by Board members:

The Board is asked to note the outcome of discussions and next steps from the Business Planning committee in December 2013.

Business Planning committee

Summary of Committee Discussions

1. The committee held its first meeting on 17 December 2013.
2. The committee reviewed the terms of reference and agreed the role of the group. It was agreed that at least one Non-Executive Director should be present in order to be quorate.
3. The committee received a paper on the timetable for business planning and noted the importance of the Leadership Forum on 23 January in ensuring the plan reflected insights from teams across the organisation.
4. The committee received a paper on the proposed framework and criteria for prioritisation of resources and agreed the approach to adopt four keys areas for prioritisation. These were:
 - demonstrating that the priorities will fulfil our strategic ambitions and help to develop five-year strategic plans ‘on the ground’;
 - areas where current pressures have been identified within 2013/14 which require rectification
 - areas that clearly demonstrate a measurable impact against the 11 point scorecard;
 - areas that have been mandated by government.
5. The committee emphasised the importance of engaging with key stakeholders, including the Department of Health, Arm’s Length Bodies, patient organisations and the wider NHS system.
6. The committee received a paper to facilitate discussion on the possible structure of the business plan. It was agreed that the plan should be structured around functions and deliverables, not directorates. This will assist cross directorate team work to deliver shared objectives.
7. It was agreed that the National Director Policy & National Director Finance would take away an action to look at options for the structure, in line with the published NHS planning guidance.

Actions required by Board Members

8. The Board is asked to note the outcome of discussions and next steps from the Business Planning committee in December 2013.

Professor Sir Malcolm Grant
Chair, Business Planning committee
January 2014