

AGENDA ITEM NO:

**UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST
BOARD OF GOVERNORS
TUESDAY 17 MARCH 2009**

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| Title: | BNHP MONTHLY PROGRAMME STATUS REPORT |
| Responsible Director: | Morag Jackson, New Hospitals Project Director |
| Contact: | Morag Jackson, New Hospitals Project Director, Ext 2946 |

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| Purpose: | To present an update to the Board of Governors. |
| Confidentiality Level & Reason: | None |
| Medium Term Plan Ref: | |
| Key Issues Summary: | The key issue in this report is: The Update on the New Hospitals Project. |
| Recommendations: | The Board of Governors is requested to:- Accept the progress reported in the New Hospitals Project Director's report. |
| Signed: | Date: 9 March 2009 |

UNIVERSITY HOSPITALS BIRMINGHAM NHS FOUNDATION TRUST

**BOARD OF GOVERNORS
TUESDAY 17 MARCH 2009**

BNHP MONTHLY PROGRAMME STATUS REPORT

PRESENTED BY THE NEW HOSPITALS PROJECT DIRECTOR

1. Summary of Progress

Generally good progress continues to be made in all aspects of the New Hospitals Project.

2. Technical Services and Construction

2.1 Progress on Ongoing Issues

2.1.1 White Space Variation

The works associated with the White Space variation are now progressing on site.

2.1.2 Other Major Variations

The other major variations are also progressing on site.

2.1.3 Selly Oak Site Master Planning Update

Site surveys are now complete; title and other information-gathering exercises continue on the site. Data collected during these investigations will form the basis of a robust information pack to be made available to potential purchasers at the time of going to market.

The Trust's advisors continue a watching brief on the state of the housing market, to ensure timely disposal and maximum capital receipt.

2.2 Technical Commissioning and Interim and Full Service Mobilisation

- **Technical Commissioning and Testing**

A detailed technical commissioning programme is to be submitted shortly by Consort. All of the activities associated with this programme will have to be completed to allow the independent tester to sign the completion certificate. This forms one part of the completion criteria. The Trust can witness these

tests being carried out and therefore satisfy itself that the building is complete.

The detailed programme for the complex process of installing and commissioning the major medical equipment is nearing completion and a schedule of meetings is arranged with the manufacturers, in preparation for the installation, which is now programmed to start in December 2009.

- Interim Services

The Interim Estates Service Contract will commence with Balfour Beatty Workplace in August and the detailed scheme of work associated with the joint obligations is now agreed and programmed.

- TUPE Transfer

The interim services contract also triggers the transfer of the Hard FM services (Maintenance, Estates and Security). The date of transfer is 17 August 2009 and work involved in planning, mobilisation and consultation has been progressing throughout 2008. Further detailed planning has been completed during January including more open consultation meetings with the staff.

- Validation Process

The validation procedure is critical and is designed to allow the Trust to inspect the facilities and to be satisfied with the function and quality of finish.

The process started in September 2008 and the progress to date is that 22% of rooms have now been inspected. This work stream is generally on programme except for some rooms which require re-validation.

3. Operational Commissioning

3.1 Progress on Ongoing Issues

3.1.1 Meetings with Commissioning Work streams

Workshops have been set up during February aimed at Commissioning Leads and Team Leaders to assist them in achieving their key milestones. These will include:

- Identification of training, induction and familiarisation requirements for their staff.
- Developing the first draft of their Departmental Commissioning and Move Plans.
- Identification and recording of risks, issues and associated

- mitigation plans.
- Optimising communication within their work streams.

3.2 New Issues

3.2.1 Phase Transfer Management Group

A Phase Transfer Management Group is being set up to:

- Ensure that all activities to be undertaken by the Trust to enable the new hospital to be brought into operational use are in place ahead of the hospital going live.
- Ensure that Consort support the Trust's requirements.
- To receive and resolve actions from the ICT Countdown meeting.

The Group will be chaired by the Trust's Head of Operational Commissioning and includes representatives from the Trust, Consort, Balfour Beatty and Balfour Beatty Workplace.

3.2.2 Planning for the Physical Transfer

Now that the Trust has certainty about the dates for the handover of each of the phases of the new building, it has been agreed that initial concentration will be on planning for the operational commissioning and physical transfers associated with Phases 1 & 2. This will then enable the plans for Phases 3B, 3A and 3 to include any lessons learned from Phases 1 & 2. The Commissioning Masterplan programme will be revised to reflect this.

3.1.2 Phased Move

The OJEU advertisement has been placed for the appointment of a removal company and, to date, over twenty expressions of interest have been received. Following short-listing via the Trust's Pre Qualification Questionnaire, the Specification will be issued in early February.

3.2 Risks

There are no significant new commissioning risks to report this month.

4. **Equipping**

4.1 Progress on Ongoing Issues

The Trust-wide review of existing furniture and equipment (F&E) has now been completed and loaded onto the database. This information will be used to:

- Inform the appointment of a removal company.

- Identify how much F&E will need to be purchased as new.
- Inform the compilation of a procurement plan which is phased to match the phased handover of the new hospital.

4.3 Risks

There are no significant new equipping risks to report this month.

5 **Communications**

5.1 Publications and events

The latest issue of InvolvePlus was devoted to a 'Commissioning Special' and featured a video of the NH Project Director plus text about the commissioning team. Planning is continuing for major stakeholder events in March and August. The NH team have attended a number of residents and community group meetings to give updates on the project and what the hospital will offer in the future.

5.2 GP information updates

In conjunction with the Trust's GP Liaison Service, the NH team will, since the last report, have given at least six presentations to local GP practices by the end of February. To date these have provided a valuable route through which to enhance the Trust's service delivery message as well as spreading news about the potential benefits offered by the new building.

6. **FM Services Performance Management**

There are no significant issues to report.

7. **Recommendations**

The Board of Governors is requested to:

Accept the progress reported in the New Hospitals Project Director's report.

Morag Jackson
New Hospitals Project Director
9 March 2009