

ANNP Business Case

Action Log

Lorraine Binch, Deputy General Manager, 24/02/21

Progress of actions	
0	Unable to progress
0	Delayed
3	On Track
6	Completed (See Completed Actions Tab)

Action Ref	Date Identified	Action Description	Owner	Due Date	Progress Rating	Date Closed	Additional Comments / Update
ANNP01		Confirm representation from NUH to discuss system based workforce and learning from their experience	LC	30.11.20	Completed	31.12.20	Leona Lee, Neonatal Network Lead and Barbara Finlay, Matron, confirmed to attend business planning meetings
ANNP02		Task and finsh group names to be confirmed and meetings to be set up on a monthly basis	LB	30.11.20	Completed	31.12.20	meeting invites circulated and in diaries.
ANNP03		Develop a cost envelope over the next 5 years to describe investment requirements.	LB/JM	15.10.20	Completed	15.10.20	Neonatal Workforce (year 1 of 6) confirmed as £123,143 + training and ?recruitment and retention premia to be considered
ANNP04		Lorraine to confirm that the divisional triumvirate are aware of the initial investment required noting this is a 5 year rolling plan to recruit to the vacancies described as part of the NCCR review	LB	31.10.20	Completed	31.10.20	U:\WomenChildren\Divisional Management Team\Performance and Service Line Meetings\Performance Meetings\2020\October\Papers for meeting\Business Planning 2021.pptx
ANNP05		Operational plan to be developed that describes roles functions (align to a similar model that is in place at NUH)	LB	ongoing	On track	TBC	regular business planning meetings in place. Operational plan to be presented at Women & Children's Board meeting in April along with detail of any other associated costs.

ANNP06		Job descriptions to be developed for the 8B lead post.	LC	30.11.20	Completed		a copy of a job description has been obtained and is being reviewed in line with the operational plan. NB: will be required to go through the SFH job evaluation panel was finalised.
ANNP07		Contact from EMODN asking for initial start up costs to bid for year 1 national monies that are available.	LB	26.10.20	Completed		LB confirmed that LG has submitted a bid totalling £266,368 of non-recurrent monies. 24.02.21 update24/02/2021: LG has confirmed that to date there has been no further updates relating to this and has chased the EMODN for further clarity
ANNP08		Finalise business case for W&C Board submission	LB	30.04.21	On track		key project team members are aware of actions. LB to chase early March if still outstanding
ANNP09		SR to ensure that the development of this schemes is updated at Board Safety Champion meetings	LB	ongoing	On track		LB to confirm that SR is putting this on the agenda for discussion