

TRANSFORMATION IMPLEMENTATION GROUP (TIG)

Meeting held on 14 December 2016

Board Room – Belfast City Hospital

RECORD OF DECISIONS AND ACTIONS POINTS

Members in Attendance

Richard Pengelly
Jackie Johnston
Michael McBride
Hugh McCaughey
Tony Stevens
Alan Stout
Deborah McNeilly
Charlotte McArdle
Mark Taylor
Francis Rice
Shane Devlin

Apologies

Valerie Watts
Sean Holland
Elaine Way
Martin Dillon
Liam McIvor

Also In Attendance

Sharon Gallagher
Emma Holden
Catherine Tumelty
Gearóid Cassidy
Michael Bloomfield

Decisions

1. Notes and Actions

- 1.1. Notes and actions to be published on the Departmental Website. **(AP1)**
- 1.2. Agreed that input from critical friends will be important, but that further consideration of this will be undertaken when workstreams become operational.

2. Mobilisation of Workstreams

- 2.1. Overview provided of approach being taken re: engagement with workstream leads and progress to date.
- 2.2. TIG members agreed that
 - Delivering Together Actions 10 and 15 re: scaling up good practice and establishing the improvement institute would be combined into a single workstream headed by Anne Kilgallen

- Action 16 (workforce strategy) will encompass the commitment made in Delivering Together to consider consolidation of health and wellbeing services for staff

Members agreed that further discussion of workstreams would take place at next meeting and to support this, final details of proposed composition of workstreams and interlinkages would be provided by workstream leads to the Transformation Team by 06 January. **(AP2)**

- 2.3. Members agreed that workstream leads are responsible for ensuring appropriate representation and involvement in workstreams, with cognisance of the need for co-production and clinical leadership. The list of names suggested so far to be shared with TIG for information. **(AP3)**

3. Programme Brief

- 3.1. Members agreed that there is a need to put in place appropriate level of governance and programme management arrangements to manage the programme of work. Members to provide comments on the draft Programme Brief by 21 December. **(AP4)**

4. Business Case

- 4.1. Members agreed that the proposed approach re: a programme level business case was appropriate.

5. Elective Care backlog

- 5.1. Members discussed the approach to addressing the waiting lists for elective care, and the potential substance of the Minister's announcement in January 2017.
- 5.2. Jackie Johnston to provide a high-level summary paper by close Friday 16 December for Members to comment. **(AP5)**