| **Overview** | **Status** | **Green** |
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| Key milestones within this reporting period include:   * Formal approval of OBC * Stage 2 HAI scribe held * Finalisation of paper confirming microscope choice * Continued development of the service model and workforce plan | | |

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| **Progress Summary** | **Status** | **Green** |
| The letter confirming the formal approval of the OBC by CIG was received on 13th August 2018.  **Programme Update**  The project remains on programme.  **Commercial Summary**  Stage 3 market testing activities continue in accordance with the dates identified in the Contract Programme, and in line with target dates to achieve the Stage 3 submission on 29 October 2018.  The Stage 3 Contract is now under development following the OBC approval and will be formally signed by GJF & Kier in due course. Separate Stage 3 Contracts will also be prepared for each of the Advisors  **Design Status**  1:50 Clinical Task Group workshops are now complete and the design has been issued for final sign off. This will be formally signed off by the work stream on 29th August 2018 followed by the Steering Group on 25th September 2018.  **Statutory approval status**  The Full Planning Application was submitted to West Dunbartonshire Council in June 2018. Dialogue is ongoing between Kier and the Local Authority.  The Stage A Building Warrant submission is programmed for submission on 27 November 2018.  **Ophthalmology Clinical Work Stream Group (incorporating updates from the Admin pathway / process sub group and the Hospital Expansion Nursing Workforce Group)**  A final decision is awaited regarding Lothian repatriation to allow the group to proceed with the FBC process. Confirmation of the year on year phased activity will allow for development of   * detailed work force plan * recruitment and training plan * equipping plan   Administration backfill has now been agreed to release resources which will allow access to specialist recruitment and workforce planning and development from within the HR team  The microscope paper has now been finalised and shared at the August Programme Steering Group. The group supported the recommendation that floor standing microscopes are procured for the new build.  Various hospital sites have been visited to review self check in facilities. A paper will now be developed to outline the self check in requirements to ensure accessibility for all patient groups.  **Phase 1 Clinical and Non Clinical Support Services Work stream Group**  Work is ongoing to establish the process of delivery and uplift of linen and also the flow of general, clinical and recycling waste to and from the new build.  **Equipment Work Stream Group**  Work has commenced to develop route to market strategies for high value equipment and also to determine time frames for the associated procurement exercises. Collaboration with other elective centres still has to be clarified; a meeting is scheduled for the 24th August to take this forward.  **Business Case Development & Stakeholder / Regional Engagement**  FBC action plan including timeline was discussed and agreed at the August 2018 Steering Group and will be taken to the September Programme Board Meeting  **Community Benefits**  Work continues with Kier and West College on additional community benefits. The agreed targets for Phase 1 and the associated tracker were issued to the Steering Group and Programme Board in February 2018.  **Key Risks and Mitigation**  The Phase 1 OBC risk register was developed and approved via Steering Group and Programme Board as part of OBC submission.  Discussions are underway with the PSCP to align the construction and design risks with the GJF appetite. | | |
| **Programme Budget** | **Status** | **Green** |
| A project budget has been allocated for the internal Programme Team within 2018/19 and separate funds have been identified for Advisors and the PSCP. | | |

| **Issues Affecting the Programme** | **Status** | **Green** |
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| None. | | |
| **Communications and Stakeholder Engagement** | **Status** | **Green** |
| As part of the work towards submitting the Outline Business Case (OBC) for Phase One, two stakeholder events took place during Spring 2018. Reports on these events will be produced in September 2018 and sent to participants and will also be available online. The Scottish Health Council has been supportive of our public involvement and engagement and will continue to assist us throughout the expansion programme timescales.  Now the OBC is approved further internal and external communication will take place, in collaboration with Government colleagues.  Discussions with West College have provided a number of opportunities for assistance with video, design and photography needs associated with the expansion programme. These will be agreed shortly in line with the communications plan. | | |
| **Key Tasks for September 2018** | | |
| Key tasks for the forthcoming period include:   * Sign off of the Technical Design (1:50’s) * Completion of paper summarising Royal College of Ophthalmologists new guidance and recommendations at the September 2018 Steering Group and Programme Board thereafter * Patient Survey – completion of report highlighting feedback key themes and action plan for improvement – for discussion at the September 2018 Steering Group and Programme Board thereafter * Confirmation of decision with regards NHS Lothian repatriation of activity * FBC action plan including timeline to be finalised for discussion at the September 2018 Programme Board | | |

**John M Scott, Programme Director**

**Claire MacArthur, Programme Manager**

**6th September 2018**