

**Board of Directors  
Tuesday 27 February 2023  
Business Plan 2024/25**

<b>Agenda Item Number:</b>	11
<b>Presented for:</b>	Discussion/ Approval
<b>Report of:</b>	Business Plan 2024/25
<b>Author (s):</b>	Managing Director/Quality and Governance lead
<b>Report History:</b>	Business Plan discussed at Board of Directors meeting on 19 December 2023
<b>Publication Under Freedom of Information Act:</b>	This paper can be made available under the Freedom of Information Act 2000 if requested.

**Links to HIF's Objectives**

<b>Delivering safe, efficient, compliant, responsive and outstanding quality services</b>	√
<b>Being well led and financially sustainable</b>	√
<b>Embedding business modernisation and service development throughout the company</b>	√
<b>Growing our future business development opportunities</b>	√
<b>Being an employer of choice, developing our staff, being an outstanding place to work and delivering our services with pride</b>	√
<b>Delivering our services sustainably, minimising our impact on the environment</b>	√

**Recommendation:**

The Board of Directors is asked to:-

- Approve the final draft of the Company Business Plan for 2024/25.
- Confirm agreement to the contract offer from the Trust for 2024/25 at a value of £xxxxxxxxxx
- Note that the Company Business Plan for 2024/25 is to be submitted to the Trust's Board of Directors meeting for final approval and sign off on 27 March 2024.
- Note the actions still to be completed by the end of March 2024 as detailed in section 5 : Next Steps

**1.0 Introduction**

- 1.1 A paper was presented to the Board of Directors meeting on 19 December 2023 outlining the process and timeline for the development and completion of the Business Plan for 2024/25.
- 1.2 The purpose of this report is to : -
- Provide an update on the work that has been progressed since the last meeting
  - Consider/approve the final draft of the Business plan for 2024/25
  - Confirm agreement to the contract offer from the Trust for 2024/25

## 2.0 Current Position

- 2.1 Work has continued to develop our business plan for 2024/25, with a second workshop with the service leads from all departments held in January to finalise our key plans and priorities for the next 12 months and beyond.
- 2.2 Discussions have also been ongoing with the Trust to finalise the contract offer to HIF for 2024/25. The options were discussed at our last workshop and following that session, further discussions have taken place, which have been very positive and resulted in a contract offer being finalised to present to the Board for agreement.
- 2.3 Feedback is awaited from the Trust regarding the discussions with [REDACTED] on the options for the future management of assets across the Group. It is anticipated these discussions will be concluded at the end of February/ early March 2024 and a way forward agreed.

## 3.0 Business Plan for 2024/25

- 3.1 The business plan for 2024/25 has now been developed and a final draft is attached at **Appendix A** for consideration/ approval by the Board. It will then be presented to the Trust Board of Directors in March 2024 for formal sign off.

## 4.0 Contract offer for 2024/25

- 4.1 As the Board will be aware, the Trust has discussed a range of options in relation to the contract offer for 2024/25, as shared at our workshop in January. These are as follows: -

**Option 1 –** [REDACTED]

**Option 2 –** [REDACTED]

- 4.2 Following our discussions at the Board workshop, it was agreed that the preferred option is Option 2 - [REDACTED] Based on the assumptions in Option 2 the contract offer from the Trust for 2024/25 is £ [REDACTED]
- 4.3 This contract offer represents a [REDACTED] which it is recognised does not reflect the recommended return. However, the Board has acknowledged that whilst the Company would like this to increase this is agreed for 2024/25.
- 4.4 There are a some areas not included which relate to services that are not currently part of the main contract service specification(s) or previous years financial contract and have not had a recurrent contract variation processed previously.
- 4.5 These include:

[REDACTED]

4.6 Discussions will continue over the coming weeks to agree a way forward on these issues.

## **5.0 Next steps**

5.1 The next steps to be completed before the end of March 2024 are as follows:-

- Final draft of business plan to be signed off at the February meeting by HIF Board
- Business plan to be presented to Trust Board for formal approval in March 2024
- Cost improvement plans to be finalised and QIA's to be completed
- Budget holders to sign off new budgets for 2024/25
- Conclude discussions on the outstanding areas as detailed in 4.4 above
- Summary Business plan to be developed and shared on our publication scheme
- Video to be developed outlining our priorities for 2024/25 to be shared with all staff across the company

## **6.0 Request for Approval**

6.1 The Board of Directors is asked to :-

6.1.1 Approve the final draft of the Company Business Plan for 2024/25.

6.1.2 Confirm agreement to the contract offer from the Trust for 2024/25 at a value of £  
XXXXXXXXXX

6.1.3 Note that the Company Business Plan for 2024/25 is to be submitted to the Trust's Board of Directors meeting for final approval and sign off on 27 March 2024

6.1.4 Note the actions still to be completed by the end of March 2024 as detailed in section 5 : Next Steps

Date: AG/LS  
Ref: 21/02/24

