

## **HIF Business Plan 2024/25**

### **1. Introduction**

- 1.1.** This report is to update the Board of Directors of progress regarding the development of the HIF Business Plan and Summary Plan for 2024/25.

### **2. Business Plan 2024/25**

#### **Current Position**

- 2.1.** Work has now commenced with the HIF Senior Membership Team (SMT) across all service areas to develop the HIF Business Plan for 2024/25.
- 2.2.** Two dedicated Business Planning workshops in September and November have now taken place. These sessions enabled HIF Services Managers and Leads to work collectively to develop their three year service plans as part of the HIF Business Plan 2024/25.
- 2.3.** A Business Planning project team has now been established to focus on the development of these service plans.
- 2.4.** The development of the service plans has been progressing well and HIF Service Managers and Leads presented their draft service proposals to the HIF Board of Directors last month. This session was well attended by the HIF Board who were able to provide feedback and ask questions.
- 2.5.** Initial contract discussions have commenced with the Trust and a further meeting is scheduled for 22 January 2024. In the meantime, work is progressing in relation to financial planning with a review departmental budgets and identification of cost pressures.

#### **Future Work and Development of Plan**

- 2.6.** A project team has been established and meets regularly with an action plan and timeline developed for completion in March/April 2024.
- 2.7.** A further workshop with HIF Senior Managers has been scheduled for January 2024 to further develop the plans. Feedback from the session will be provided to the Board at the January workshop.

### **3. Timetable and Process**

- 3.1.** HIF will continue work to develop the Business Plan with the anticipated completion and launch date of April 2024.
- 3.2.** Based on this assumption a timeline has been developed which identifies the key tasks to be taken forward and this is attached at **Appendix A** for information.

#### **4. Conclusion**

4.1 The Board is asked to note work that is on going to develop the Company Business Plan for 2024/24