



A world class hospital – delivering the best in care

University Hospital  
Birmingham   
NHS Foundation Trust

# Timescales

- 3 years + prior to the move – tight control over programme monitoring to cover key dates by which time specific decisions or actions need to be taken in order to progress the project.
- The broad areas covered in the work programme included the following:
  - Construction and technical services
  - Additional construction and planning issues
  - Key deadlines for Interaction with PFI partners
  - Finance and Contracting
  - Soft FM service provision
  - Capacity and service planning
  - Move and commissioning options
  - Equipping
  - Clinical redesign and change programme
  - Information technology and automation
  - Workforce planning and development



# Timescales cont.....

- **Equipping:**
- 2006 – Initial Furniture review to assess fitness for transfer
- 2007 – Equipment responsibility matrix developed between Trust and Project Co (to include the responsibility for supply, installation, commissioning, maintenance and replacement of all equipment in the New Hospital – categorising of equipment)
- 2008 – repeat Furniture review performed to inform the removals tender and procurement exercise
- Summer 2008 – scoping for removal companies
- End 2008 – procurement of catering equipment for restaurants and patient kitchens
- April 2009 – award of tender to removal company
- Jan 2010 – Procurement of Furniture commenced
- Mid April – Mid June 2010 – delivery of all furniture for 1<sup>st</sup> phase



# Major medical procurement

Task	Month	Year
Framework Agreement Issued – NHS Supply Chain	October	2007
Clinical & Technical Evaluation of Suppliers	Nov to Feb	2007 2008
Mini competition	March	2008
Supplier Presentations	April	2008
Non Financial Scoring of bids	April	2008
Summarise Mini Competition Offers	April	2008
NHS Supply Chain Produce Recommendation Report – Trust Board	May	2008
Sign off of room layouts and environmental conditions	Nov	2008
Contractual date to advise Project Co of specific make and model of each item of MME	Feb (Dec)	2009 (2008 – due to accelerated construction progress)



# Timescales cont.....

- **Commissioning:**
- Autumn 2008 – NHC&MG established reporting to Strategic Clinical Development Board – Manage the commissioning process
- Nov 2008 - Production of Operational Commissioning Manual to understand the operational commissioning process and to plan and execute the part of the move into the new hospital for which individual parties are responsible – see end
- Nov 2008 – all commissioning leads/team leaders nominated and briefed
- Dec 2008 – all whole hospital leads briefed and programme of work identified
- Jan 2009 - Document high level plan for management of activity for its clinical/non clinical functions
- June 2009 - Production of Detailed Commissioning & Move Plans



# Timescales cont.....

- Commissioning:
  - June 2009 – Monthly workstream briefings commenced
  - June 2009 – New Hospital Transfer Group established to focus on the processes involved in each move and identify/discuss any issues- inc. Ambulances and Police
  - Nov 2009 – detailed programme of activities completed to be undertaken during 8 week commissioning period – cleaning, stocking, ICT, F&E
  - April 2010 – Establishment of Command Centre led by exec director
  - April 2010 – 8 week commissioning period commenced. All activities to be completed within this period – cleaning, stocking, F&E deliveries



# Timescales cont.....

- Training and Familiarisation:
- Mid 2008 – monthly programme of site visits arranged with Project Co
- Autumn 2009 – Project Co to provide training schedule for all cat A and A\* equipment – nurse call, intercom, Theatre panels, pendants etc
- Autumn 2009 – on site training familiarisation commenced



# Timescales cont.....

- **Communications:**
- Autumn 2007 – Communications strategy for New Hospital programme agreed and implementation plan initiated
- Jan 2008 – formation of monthly New Hospital open meetings
- March 2008 – Monthly publications to internal and external staff
- End 2009 – completion of New Hospital Handbook





# Timescales cont.....

## Risk:

- 2007 – UHB invested in software package that would allow a more cohesive management of risk and governance – Performance Accelerator
- 2008 – dedicated risk associate appointed
- 2008 – setting up of performance management team
- 2009 – monthly risk meetings

