



**Isle of Man**  
Government

*Reillys Ellan Vannin*

**Extract of Proceedings of the meeting of the  
Health and Care Transformation Board  
on Monday 9 September 2019**

**Part I**

**Decisions made by the Board**

No items were brought to the Board for decision.

**Part II**

**Matters noted by the Board**

**Appointment of Transformation Director**

The Board noted that pre-employment checks were progressing in relation to the preferred candidate for the role of Transformation Director and an estimated start date was 30 September 2019.

**Programme and High Priority Planning Documents**

The Board was provided with a draft version of the Programme Definition Document (PDD) and the seven high priority Project Initiation Documents (PIDs), which would act as the foundations for the Transformation Programme and those projects. The Board provided comment on the draft documents as part of a quality review process being undertaken by the Transformation Programme Management Office (TPMO) prior to submission to the Board for approval.

The Board noted the approach and content of the documents, in particular the timescales and volume of resource estimated to be required for delivery, and determined that prioritisation would be key.

**Programme Update**

The Board noted a summary update paper on progress made in relation to the initiation of the Health and Care Transformation Programme, including:

- Resources –
  - The Limited Term Appointments of Health and Care Transformation Programme Manager and Officer were being recruited.
  - The TPMO is continuing to utilise the pool of individuals interested in contributing.
  - The TPMO is considering potential leads for the preparation of the eight remaining PIDs.

- Project updates –
  - The initial drafting of the PDD and seven high priority PIDs had been completed as scheduled.
  - The PDD and seven high priority PIDs would be subject to potential amendments following the quality review process before submission to the Board for approval at the next meeting.
  - The Risk, Issue and Decisions log had been updated.
  - Meetings were being planned with other parties in relation to the Quality Regulation project.
- Communication and engagement –
  - A stakeholder update will be issued once the timescales of the Transformation Director appointment are clearer.
  - The TPMO is preparing a quarterly report to the Council of Ministers for October 2019.
- Finances – Current, committed and forecast expenditure was outlined in the summary of the programme financials.