

Public Health Reform Product Description

Commission/ Project: Improving Health

Deliverable/ Product 4: Documentation setting out current and proposed future state for the Improving health function, including proposed benefits and benchmarks, related organisational structure diagrams, senior management roles and responsibilities, staffing models and levels, additional skills and training requirements, additional IT systems, infrastructure and processes needed, additional physical equipment and building that will be needed and any additional business processes, support processes or service management functions needed. Provide related financial costings as appropriate for any additions to the current arrangements.

1. Purpose

The current and proposed future state for the Improving Health function documentation will outline the current and proposed future functional arrangements for each related commission.

2. Product

The current and proposed future state for the Improving Health function documentation will be produced in – to be decided by the author.

3. Contents

The product will contain the following sections:

Current Organisation structure

- Organisational structure detailing roles and WTE

Future Improving Health Organisational Structure

- Organisational structure for the Improving Health domain on Public Health Scotland. This should highlight the difference between current and new.
- There should also be some narrative about how the new Improving Health domain will be constructed i.e. which areas will staff be transferred from.
- For each proposed new organisational structure documented, the benefits and benchmarks to measure success should be outlined.

Paper 7 – IH Deliverable 4 Description v0.1

Public Health Reform Programme Board – 23rd July 2018

Public health reform



A Scotland where everybody thrives

- Senior management roles & responsibilities are to be documented, detailing the role they will undertake in the new Improving Health domain and how that differs from the current role. It would be helpful to include job descriptions.
- Staffing models and levels are to be documented, highlighting the difference between current and new.

Transition requirements

- Additional skills and training requirements (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.
- Additional IT systems (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.
- Infrastructure and processes needed (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.
- Additional physical equipment and buildings required (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.
- Additional business processes, support processes or service management functions (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.
- Financial costings for any additions (if required) needed for the transition from current organisation to the new Improving Health domain of Public Health Scotland.

4. Governance

The current and proposed new functional arrangements documentation will be produced by the commission project team. The product will be reviewed and approved by the PHR Programme Board.

Distribution

Email to the PHR Programme Team.