

[Service Line]

STRATEGIC BUSINESS UNIT

APPLICATION PRE SUBMISSION

[DATE]

Pre submission document

[version]

[Headline Statement]

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[Service Line]

1. Introduction

Purpose of this document is to briefly outline the services currently included in [Service Line] Directorate, and to summarise those that will be included in a [Service Line] SBU. It also outlines the objectives of the SBU, and how the greater freedoms and autonomy of SBU status will enable the SBU workforce to meet these objectives.

The [Service Line] Directorate is committed to becoming an SBU, and is committed to providing a first class Children's Service building upon all its existing strengths and rising to all challenges.

This pre-submission document has been discussed across all [Service Line] staff, and as many key stakeholders as possible. Key information for this document was gained from [], meetings with Clinical Support departments, and support from the Finance and Information departments.

A significant amount of detail will be required for the full application and, to account for this, a provisional date for the completion of the full application has been set at [Date].

2. Summary of historic services and activity

2.1. Service & Resources

2.1.1. People

2.1.2. Financial

2.1.3. Activity

Planned contract income for 2008/09 is xxxx in total. The table below summarises the sources of this income.

Activity Type	Planned Activity 08/09	Planned Income 08/09
Elective		
Emergency		
SCBU		
OPFA		
OPFU		
OPWA		
Block Payments		

[Service Line]

2.1.4. Statement of current Trading Account position

2.2. Activity

The outturn activity and associated financial performance against plan for 2008 was:

Activity Type	Plan		Actual		Variance	
	Activity	Value	Activity	Value	Activity	Value
Elective (spells)						
Emergency (spells)						
1 st OP (atts)						
Subs OP (atts)						

Comment

Current performance in year to date:

Activity Type	Plan		Actual		Variance	
	Activity	Value	Activity	Value	Activity	Value
Elective (spells)						
Emergency (spells)						
1 st OP (atts)						
Subs OP (atts)						

Comment

3. Vision and Objectives

[Statement of Trusts vision and relationship to [Service Line]]

With these in mind the proposed strategic objectives of the [Service Line] SBU will be:

[LIST]

4. Rationale and Challenges

4.1. What SBU status will mean

[Service Line]

5. Impact Analysis

The tables below summarise the main issues facing [Service Line] under the headings of Performance, Delivery and Leadership providing a brief synopsis of where the Directorate is now, where the SBU or Directorate wants to be and what it will take to get there.

5.1. Performance

Anticipated Change	Where we are now	Where we want to be	What does it take

5.2. Delivery

Anticipated Change	Where we are now	Where we want to be	What does it take

5.3. Leadership

Anticipated Change	Where we are now	Where we want to be	What does it take

5.4. Other Stakeholders

[Identify who and the relationship – service provider or service user]

6. Conclusion and Timescales