

Business Case Benefits Template

Following the learning from the Electronic Patient Records (EPR) business case, and requests by the Finance & Workforce Committee, it is proposed that we adopt a standardised template for identifying financial and non-financial benefits expected business case investments. The proposed template will better capture:

- a) Non-Financial Benefits
- b) Financial Benefits that are cash generating or cash releasing
- c) Financial Benefits that generate additional capacity rather than generating cash.

Recording benefits in a standardised way should speed up the authorisation process and make writing of Post Implementation Reviews (PIRs) more objective, easier and less burdensome.

Non Financial Benefits:

Safety & Quality:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits

Effective:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits

Caring:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits

Responsiveness:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits

Well-Led:

Benefit Description	Nature, Description & Rationale	Method of Benefit Delivery	Expected Timing of Benefits	Method of Measuring Benefit	Quantification of Expected

Staff Health, Wellbeing & Working Lives:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits

Financial Benefits:

Financial - Directly Cash Releasing/Cash Generating:

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits £'000

Financial - Capacity Generating (Not Cash Generating):

Benefit Description	Nature, Description & Rationale of Benefit	Method of Benefit Delivery	Expected Timing of Benefits Delivery	Method of Measuring Benefit Delivery	Quantification of Expected Benefits £'000

Recommendation:

The Executive Team is asked to approve this standardised format for expected business case benefits, along with the accompanying Post Implementation Review (PIR) template.