

Curriculum Vitae of John Griffiths

Position: Director

Qualifications: BA (Hons) Business Studies
HND Business and Finance
Chartered Institute of Marketing (CIM)
Diploma
Institute of Management Consultants



Location: Midlands

Professional Bodies: Full Member of the CIM.
National Treasurer CIM Healthcare Group 1997 - 2000
Member of CIM Midlands Branch
Member of the Institute of Management Consultants
Member of Birmingham Chamber of Commerce

Areas of expertise:

- Business planning & business cases;
- Project & Team Management;
- Strategic marketing & sales;
- International Commissioning, Service Agreement & Contract planning & negotiation;
- Income generation & fund raising;
- Cost improvements and CRES Reviews;
- VFM Reviews;
- Market Testing;
- Financial Health Checks;
- Telemedicine.

Computer Skills

- Microsoft Office including Word, Excel, Powerpoint, Visio, Access & Project.
- Lotus Smartsuite including Ami Pro, 123 & Freelance.
- Corel Office including WordPerfect & QuattroPro.

Career Achievements

- Trained and developed as a management consultant.
- Developed from a consultant, project manager, Business Manager to Company Director within a PLC. This included the sales, management and delivery of new products and services as well as numerous consultancy projects.
- Established a newly formed externally owned company to a nationally well-respected interim management business.
- Founded, formed and lead the FourSight Group.

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Assignments undertaken:

Walsall Metropolitan Borough Council

- Project managing the Single Assessment Process for this multi disciplinary initiative.

Southport & Ormskirk Hospitals NHS Trust

- Undertook a review of income for the Trust including performance management, SLA's with PCT's & external organisations and other income generation initiatives.

Good Hope Hospital NHS Trust – Sutton Coldfield

- Assisting with the commissioning process for the hospital. This involved:
 - Supporting the Trust with the LDP process;
 - Reviewing finance, activity & performance reporting;
 - Meeting with PCT's & negotiating SLA's.
- Undertaking a financial health check for the Trust in preparation for franchising.

Sherwood Forest NHS Trust - Mansfield

- Assisting with the development of a new private patient wing.

Jersey Opera House

- Undertook a review of the finances and marketing of the Jersey Opera House

Eastbourne Hospital NHS Trust

- Undertook a review of a Financial Recovery Plan and completed a Financial Health Check.

Gibraltar Health Authority

- Undertook a strategic review of hospital referrals made to the UK & Spain.
- Assisted with the development of new financial & activity systems.
- Reviewed the costs of health care services provided in Gibraltar and overseas.
- Review of Private Patient procedures & costs.
- Identified & implemented new procedures for sending patients overseas including the development of services including patient & relative accommodation & patient escorts.
- Act as the UK representative for Gibraltar Health Authority with UK NHS Trusts.

Consortium of Jersey HSS, Guernsey BoH & Gibraltar HA

- Identified, planned and implemented a new purchasing consortium for commissioning health care services in the UK which involved close liaison with senior managers, clinicians, politicians and the UK Department of Health.

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North Hampshire PCT

- Supporting the newly formed PCT with the commissioning process by developing a strategic plan and negotiating Service Agreements on behalf of the PCT.
- Reviewed the referral rates of GP practices by speciality in order to benchmark and monitor patient referral rates.
- Undertook a review of the Minor Injuries Unit.
- Undertook a feasibility review of a new "Walk in Centre".
- Provided finance & activity analytical support & guidance for completing the SaFF Returns.
- Provided support, advice & procedures for the provision of Overseas Health Services to residents of North Hampshire.

Jersey Airport

- Undertook a review of the Concessionaire Income for the airport.
- Undertook a review of airline landing fees for the airport.
- Undertook a review of the Communications Department at the airport.

States of Jersey Education

- Project managed a review of 16-19 student courses, identifying a costing model and to review efficient & effective ways of delivering "A" Level courses throughout the island.

East Kent Health Authority

- Review of specialist services provided to East Kent HA from London, which examined current referral patterns, activity, NHS Trusts utilised and the procedures for monitoring and negotiating Service Agreements. Specialised services include: Cancer Care; Paediatric Care and Cardiac Care.

States of Jersey & Guernsey Health & Social Services *(2 separate organisations)*

- Facilitating the inter island health strategy which examines the services provided by both organisations and to review the UK strategy for specialist referrals.

States of Jersey Public Services

- Advising the Public Services department with establishing Service Level Agreements with the local bus company.
- Review of transport services across the island.
- Provided an Option Appraisal.

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States of Jersey Health & Social Services

- Produced a Product Initiation Document (PID) in accordance to PRINCE2 for the Reciprocal Health Agreement between the Channel Islands and the UK.
- Reviewed the Reciprocal balance for 4 years between the Channel Islands and the UK Department of Health and identified, implemented new systems of monitoring UK health care expenditure and the delivery of health services within Jersey to UK residents and visitors.
- Identified and established new working models to manage and operate the Reciprocal Health Agreement, which has, be adopted by the UK Department of Health and the Channel Islands. Later implemented this scheme with Gibraltar Health Authority.
- Negotiated Service Agreements on behalf of Jersey HSS with UK NHS Trusts, which improved specialist acute and mental health care, services which also realised significant savings.
- Reviewed and advised Jersey HSS on the provision of telemedicine facilities within Jersey.
- Constructed, negotiated and agreed an SLA between Jersey HSS & a charitable trust for the delivery and management of community and home help services.
- Assisted with a review of Cancer Care Services with clinicians and managers.
- Undertook a review of the feasibility of the client utilising the French health care system.
- Reviewed the provision of linen services provided to the General Hospital.
- Act as the UK representative for the States of Jersey HSS with UK NHS Trusts.

Guernsey Board of Health

- Successfully negotiating contracts on behalf of Guernsey DoH with UK NHS Trusts which realised significant savings without affecting the quality of patient care.
- Reviewed & negotiated the Reciprocal balance between Guernsey BoH & the UK DoH.
- Successfully developed a new model for the delivery of specialised health care services to the island.
- Act as the UK representative for the Guernsey BoH with UK NHS Trusts.

The Kings Mill Centre for Health Care Services NHS Trust

- Undertook a review of potential income generation schemes as part of the hospitals "Prosperity Drive". The review examined:
 - Occupational Health Services
 - Training & Education
 - Private Patient Facilities, Mortuary & RTA Income
 - Catering & Retail Development
 - Undertook a Marketing Plan Framework for the Trust.

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States of Jersey Harbours

- Project managed the Y2K planning & implementation.

States of Jersey Treasury

- Review of the internal recharge mechanisms & procedures throughout the island between departments and making recommendations.
- Review of unconventional finance across the island including PFI.

The Benenden Hospital Trust (*A Charitable Trust not an NHS Trust*)

- Undertook a review of the Support Service functions by examining its effectiveness and efficiency.

South East London Internal Audit Consortium

- Prepared the internal audit specification and advised on the tendering process for a consortium of NHS organisations including;
- Lambeth, Southwark & Lewisham HA, The Lewisham Hospital NHS Trust, Optimum NHS Trust and Ravensbourne NHS Trust

Glan Clwyd General Hospital NHS Trust

- Project managed and facilitated an Operational Plan for the Estates Directorate.

BHB Community Health Care NHS Trust

- Assisted with the preparation of two Business Cases.

Ashworth Hospital Authority

- Project managed the hospital business plan.
- Projected managed and completed the detailed Education Centre business plan which involved a large number products being provided to external organisations.
- Reviewed the current organisation structure for rehabilitation services and making alternative recommendations.
- Undertook departmental business plans.
- Undertook a Cash Releasing Efficiency Savings Review.
- Setting up an interim costing for contracting model in Lotus 123.

South Bedfordshire Community Healthcare NHS Trust

- Reviewed the costs at Fairfield Hospital Laundry.

Oxford Regional Services Consortium

- Reviewed the feasibility of a management buy-out.

NHS-Management Executive - Southern Outpost

- Reviewed and analysed a Business Case prepared by an NHS Trust.

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Bridlington and District General Hospital

- Advised and produced a Business Plan for a new Day Case Unit

Rampton Hospital Authority

- Reviewed the cost improvement and income generation opportunities within all departments;

Broadmoor Hospital Authority

- A review of the cost improvement opportunities for all services.

Craigavon and Banbridge Community Unit (Northern Ireland)

- Reviewed the community unit which includes a Home Help Service for VFM.

Bassetlaw Hospital and Community Services NHS Trust

- Assisting with formulating a Business Plan for the Support Services Directorate, to include Estate, Hotel Services and Clinical Support Services.

Bishop Auckland General Hospital

- Undertook a review of cost improvement and income generation opportunities.

South East London Health Authority

- Undertook a Financial Option Appraisal for the Purchasing Authority for new office accommodation which was successfully implemented.
- Reviewed the debtors System for the Authority.
- Produced an IT specification for a new financial ledger system; and
- Assisted with the implementations of a ledger system.

Plymouth Health Authority

- Prepared & compiled a Business Plan for the laundry and linen service.

Wakefield Health Authority

- Monitoring current and identification of further cost improvement and income generation opportunities as part of a financial review.

Leeds Western Health Authority

- Reviewing the financial position and potential for additional savings at Leeds General Infirmary as part of the successful Trust Application; and
- Overseeing further cost improvement opportunities throughout the Authority.

Ealing Health Authority

- Monitoring the effectiveness of the current cost improvement programme.

Airedale Health Authority

- Overview of further cost improvement opportunities for the Authority.

Halton Health Authority

- Planning, developing and marketing a sponsorship programme.

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Hospitaller Order of St John of God

- Identification of a number of opportunities for a vacant hospital site;
- Producing feasibility studies for three of the options identified above; and
- Assisting with the marketing of a private hospital within the Order.

Scarborough Health Authority

- Investigation into the opportunities for improving value for money in specific hospital departments; and
- Identification of income generation opportunities for Scarborough General Hospital.

Berkshire County Council

- Reviewing the provision and standard of services including allocation of costs and reconciliation of budgets for Commercial and Leisure Services.

London Borough of Haringey

- Investigation into the market potential and costs for a laundry service.

Mid Staffordshire Health Authority

- Investigation into the income generation potential for a hospital laundry.

Shropshire Health Authority

- Preparation and compilation of a business plan for the districts laundry and linen service.

Homewood NHS Trust

- Advising with the preparation of a fund raising programme.

The Grand Hotel, Birmingham

- Analysing the current marketing operations and providing a broad marketing plan.

Central Merseyside Commissioning Agency

- Monitoring provider contracts on behalf of the purchaser.

Scunthorpe Health Authority

- Identification of cost improvement opportunities throughout the Authority; and
- Review of the telecommunication costs and requirements across the District.

Northampton Health Authority

- Review of the total laundry costs and demands as part of the annual contract review.

Clydesdale Engineering Ltd

- Undertaking detailed market research into new market opportunities.

Mid Glamorgan Health Authority

- Producing a business plan for a conference centre within the authority.

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Swindon Health Authority

- Establishing, marketing and organising a staff car leasing scheme across the Authority.
- Identification and planning various income generation schemes for the Authority.

Bloomsbury Health Authority

- Identification, planning numerous income generation and cost improvement schemes across the Authority.

London Borough of Merton

- Bank reconciliation and reconciliation of budget statements.

The Midland Laundry Group

- Managing a team to review the annual capital charges for an NHS laundry;
- Reviewing the feasibility for applying for NHS Trust Status; and
- Preparing a three year Business Plan.

Commercial Clients

- Assisted a wide number of commercial clients with financial, marketing and business planning some under the DTI Enterprise Scheme.

Previous experience:

1998 to date	Founding Managing Director FourSight Group
1993 to 1998	Managing Director First Reserve Limited
1991 to 1993	Associate Director of Healthcare CAPITA Group PLC
1990 to 1991	Executive Consultant P-Sec Group
1987 to 1990	Consultant CSL Group Ltd
1985 – 1986	Trainee Accountant Moran & Co Chartered Accountants