

Oxfordshire Transformation

Transformation Board

Jubilee House

15 November 2016, 5:30pm

Action Notes

1. Welcome & Introduction – Part Two

On recommendation of the Chair, the Transformation Board resolved:

“that the first part of the meeting is not reported to the public, having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest”.

The following members attended the Transformation Board:

- Stuart Bell, Chair
- Simon Angelides (SA)
- Diane Hedges (DH)
- Andrew Stevens (AS)
- Helen van Oss (HvO)
- Dr Jonathan McWilliam (JMcW)
- Cllr Judith Heathcoat (JH)
- Kate Terroni (KT)
- Rosalind Pearce (RP)
- Dan Leveson (DL)

The following individuals were in attendance:

- Libby Furness (LF)

Apologies:

- Dr Joe McManners (JMCM)
- Andrew Stevens (AS)
- Dr Paul Roblin (PR)
- Cllr Ian Hudspeth (IH)
- Lucy Butler (LB)
- Peter Clark (PC)
- John Black (JB)
- Ben Riley (BR)
- Helen Shute (HS)
- Stephen Smith (SS)

<ul style="list-style-type: none"> • Andrew Elphick (AE) • Paul Park (PP) 	
1. Chairs Introduction and Quoracy	
1.a. SB chaired the meeting	
2. Minutes / Action and Agreement Log	
2.a. Minutes of the previous meeting held on 25 th October were agreed.	2.a Action – LF – to send updated Governance Structure to Transformation Board members
3. Programme Update	
<p>3.a. SA fed back on the Clinical Senate review on 7th November 2016 and explained the timeline for their report. The Senate meets on the 29th November and will provide their report and recommendations to NHSE prior to NHSE Stage II Assurance Checkpoint meeting on the 5th December.</p> <p>The Phase One – Acute Services PCBC is being developed with a high number of people across the system supporting it. The PCBC will be submitted to NHSE on 22nd November and it will be considered at the Stage II Assurance Checkpoint meeting on the 5th December. Members asked to see a copy of the final PCBC.</p> <p>SA stressed the difficulty of getting through this stage of the assurance process and that if NHSE are not satisfied will be assured.</p> <p>NHSE will formally notify the CCG of the outcome of the Stage II Assurance Checkpoint by letter by w/e 16th December.</p> <p>There was discussion of the implication of not being assured but SA advised that we would need to manage the outcome when we have the formal notification.</p> <p>OCC reiterated its position as supporting the development of the clinical pathways but also reserving the right to be a consultee during the consultation.</p>	3.a.1 Action – LF – to send a copy of final PCBC to Transformation Board members
4. The Case for Change	
4.a. SA presented the Case for Change document which outlines both the challenges and opportunities for	4.a.1 Action – LF – to arrange a call between

<p>Oxfordshire.</p> <p>RP raised a number of issues and commented that as a public facing document the Case for Change would not read well. It was agreed that RP's written comments would be forwarded to the PCBC author and that they have a further conversation.</p> <p>Members of the Board were asked to provide any further comments to LF before the 18th November as whilst this was a stand-alone document it was also a chapter in the PCBC.</p>	<p>RP and the PCBC author</p> <p>4.a.2 Action – Comments on the Case for Change to LF by 18th November</p>
<p>5. HOSC Paper and Consultation Plan</p>	
<p>5.a. This paper was provided as information for the Transformation Board of engagement with HOSC on the progress of the Transformation Programme and detail of the draft Consultation Plan.</p> <p>Members discussed and were supportive of both the HOSC paper and the draft Consultation plan. They commented that in order to reach as many people as possible the Transformation Team should consider the use of video and U Tube extending the reach of the consultation to a wider group pf people who regularly use new forms of media for information and communication.</p>	<p>5.a.1 Action – Comments on the Consultation Plan to LF by 18th November</p>
<p>6. AOB</p>	
<p>7. Close of meeting</p>	
<p>Next Steps</p>	
<p>The next Transformation Board meeting will be held on 13th December 17:30-19:30 at Jubilee House.</p>	