

## **SYSTEM-WIDE WORKSHOP: OBJECTIVES, DRAFT AGENDA AND LIST OF INVITEES**

### **Introduction**

At the September Transformation Board we agreed to hold a system-wide workshop to discuss system-wide transformation, and in particular:

- The context and progress to date
- New model of care we are delivering in Oxfordshire: guiding principles, the givens, approach and timelines, key building blocks, timeline for key decisions
- Issues we need to address and resolve

Draft invitation, required preparatory work and suggested list of invitees are included below for Transformation Board's comment.

### **Draft invitation**

Colleagues,

You will all be aware of the work of the Transformation Board and the emerging Oxfordshire Healthcare Transformation Programme. Some of you would have seen the attached 'storyboard', which describes challenges we face and how we intend to respond. It is not the final word on the subject; rather, it is an invitation to a discussion with stakeholders we now need to have.

Earlier this month we briefed Oxfordshire MPs on our joined ambition for Oxfordshire. Yesterday, at the Transformation Board, we reviewed progress to date, discussed stakeholder engagement, and had an initial discussion on our approach. While we made significant progress in recent months in bringing everyone around the table and building the key relationships, much remains to be done: not least how we are going to move forward and agree a 'blueprint' for the new model of care. In doing so, we need to agree what is 'set in stone' and what is up for debate and where we start building from (e.g. primary/community care, including 'hubs', around which we would 'fit' other services).

Further to the discussion at the Transformation Board yesterday, we would like to invite you to a workshop in early November to discuss system-wide transformation, and in particular:

- The context and progress to date
- New model of care we are delivering in Oxfordshire: guiding principles, the givens, approach and timelines, key building blocks, timeline for key decisions
- Issues we need to address and resolve

The outcome we are looking to achieve is a shared understanding of the scope; the model we are pursuing and the road map for the programme. By the end of the workshop, we will have:

- discussed the context;
- discussed and agreed the guiding principles and the 'givens' (e.g. care hubs) to inform new model of care we want to build in Oxfordshire;
- taken stock of the myriad of initiatives we have underway and agreed what we need to stop, start or refocus;
- defined the workstreams, including outputs, approach and timelines;

- assigned strategic leads for each of them;
- assigned savings targets to programmes of work;
- agreed governance/ management structures for the programme, including delegated authority; and

• committed/seconded clinical and managerial resources to take this work forward

As an input, and to ensure we have a productive discussions, we will:

- set the context (demand; current provision; opportunities; assumptions; critical outcomes and benefits);
- undertake financial analysis to identify savings opportunities;
- undertake stocktake of current change programmes and reach initial view about their fit with the vision and changes required;
- propose and define service redesign and enabling programmes (objectives; outputs; approach; timelines/sequencing etc.);
- propose an approach and timescales, learning from other places who undertook similar work;
- define roles and responsibilities;
- refine communications/influencing approach, including work programme for the next 3 months; develop key messages and supporting materials

Fitting the workshop in all of our diaries will require all of us showing flexibility and cancelling some commitments; those of us at the Transformation Board yesterday agreed to do it; it would seem that an off-site event starting in the afternoon, say 2 pm, continuing into the evening and, following an overnight stay, continuing the following morning until lunch time is the preferred option. Trust we can all deliver on this.

As we are planning the agenda, we would appreciate your input on the content, format, pre-work and the questions we need to answer/issues we need to discuss and resolve when we meet.

David and Stuart

David Smith  
Chair, System leadership Group

Stuart Bell  
Chair, Oxfordshire Healthcare Transformation Board

## Draft list of invitees

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