



AGENDA:

Title of Meeting: Transformation Board

Time, Date: 15.30 – 18.30, 15 December 2015

Venue: Conference Room B, Jubilee House, John Smith Drive, Oxford Business Park South, Oxford OX4 2LH

		Action / Decision Required	Paper	Presenter	Time
1.	Welcome and matters arising	-	Verbal	Stuart Bell	15.30
2.	Minutes of the previous meeting	Formally agree minutes	1	Stuart Bell	15.35
3.	Programme overview <ul style="list-style-type: none"> • Scope and Approach • Working assumptions • Guiding principles • Key milestones in the next 6 months • Workstreams and leads 	- Agree scope and approach to Phase 1 - Agree workstreams – objectives and timescales - Agree plan leading up to public consultation - Appoint SROs and Clinical Leads	2	Lukasz Bohdan	15.50
4.	Care closer to home strategy and locality proposals	Agree care closer to home strategy as a framework for progressing next phase of work	3.1 3.2 3.3 3.4	Joe McManners	16.50



		Action / Decision Required	Paper	Presenter	Time
5.	Didcot options paper	Agree approach to Didcot work in the context of wider approach to the next phase of Transformation Programme	4.1 4.2	John Jackson	17.20
6.	Estates workstream – aims, objectives and approach	Discuss and agree workstream objectives, products, timescales, SRO and resourcing	-	Gareth Kenworthy	17.40
7.	Workforce– aims, objectives and approach	Discuss and agree workstream objectives, products, timescales, SRO and resourcing	-	Mark Power	18.00
8.	Stakeholder engagement	Receive update and agree actions in the forthcoming period, including roles and responsibilities	5	Corrine Yates	18.20



Dates of future meetings

Date	Time	Venue
26 January 2016	17.30 – 19.30	Conference Room A, Jubilee House
23 February 2016	17.30 – 19.30	Conference Room A, Jubilee House
29 March 2016	17.30 – 19.30	Conference Room A, Jubilee House