

**OX12 Stakeholder Reference Group
Meeting Notes
29 March 2019, 14.30 – 15.30
The Beacon, Civic Centre, Portway, Wantage, OX12 9BX**

Attendees			
Julie Maberley (JM) Chair	Chair of Governors, Fitzwaryn Special School	Janet Parker (JP)	Newbury Street Practice PPG
Terry Knight (TK)	Save Wantage Hospital Group	Bernard Connolly (BC)	Wantage and Grove Campaign Group
Julia Stackhouse (JS)	SWCCSU	Libby Furness (LF) (OX12 Project Lead)	OCCG
Sue Thwaite (ST)	Wantage Mobility User Group	Sue Hannon (SH)	Church Street, PPG
Pete McGrane (PM)	OHFT	Helen Bailey (HB)	WIAC Trustee
Anne Lankester (AL)	OCCG	Bethan McDonald	OCC PH Specialist Registrar
Sue Harris (Project Support)	OCCG	Maggie Swain (MS)	Save Wantage Hospital Group
Geoff Chown (GC)	Grove Parish Council	Jenny Hannaby (JH)	Chair Wantage Hospital League of Friends
Pauline Smith (PS)	Ashbury Neighbourhood Plan Steering Group	Mandy Richens (MR)	Age UK: Community Development Manager, South, Vale and West
Observer	Richard Maynard - Marketing and Communications Manager, Healthwatch		
Apologies / awaiting response	Rosalind Pearce - Executive Director - Healthwatch Oxfordshire James Goodman – Wantage Town Council Andy Crawford – Wantage Town Council		

Item		Lead/Action
1.	Welcome and Introductions	JM
	JM chaired the meeting and welcomed everyone to the OX12 Stakeholder Reference Group. Introductions were made and attendees are listed above.	
2.	Minutes of the last meeting and actions	JM
	The minutes were agreed as accuracy. JM signed minutes as a correct record	

3.	Actions from last meeting	ALL
	<p>Sweatbox JS had not managed to speak to Sweatbox directly but had spoken to a Sixth Form Tutor at St Alfred's. The Tutor had agreed to speak to the Head of the school about making the survey available to pupils. However a number of surveys have already been declined by the school so we are awaiting the heads decision as to whether the survey will be allowed to be distributed throughout the school</p> <p>TOR The TOR to be amended to show Healthwatch as observers and not members of the group as advised by Rosalind Pearce. SA to circulate amended TOR today and these will then be signed off.</p> <p>Housing Growth LF explained that the population growth in the health profiles is based on a 5 year projection of housing growth. This is the most accurate information for the projection and is used in the JSNA. However the project will obtain information on 10-20 year projections of housing growth recognising that predicted growth becomes less accurate over a 10-20 year period.</p> <p>LF will try and determine if housing growth is likely to affect predictions of health need or predictions of demand.</p> <p>Engagement Plan SA has not received any further comments on the Engagement Plan which is now signed off.</p> <p>Community Bed Numbers The group advised that the project needs to ensure there is accurate information on the need for community in-patient beds across the county and locally. LF reassured the group this information is being sought from Oxford Health and will form part of the projects evidence base.</p> <p>HOSC Task and Finish Group Jo Cogswell and LF to attend the HOSC Task and Finish Group. LF will take the concerns from the group to this meeting with reference to the timescale for this project.</p>	<p>Action JS to update</p> <p>Action JS/SA</p> <p>Action LF</p>
4.	Project Plan	LF
	<p>The group discussed the OX12 Project Plan but were concerned about the timeframe set out in the GANTT chart. LF confirmed that the OX12 Project Group will meet every 2 weeks. It will be supported by a Task and Finish Group from OH who will source the information needed regarding Wantage Hospital and Community Services.</p> <p>LF met with Kate Gleeson from OCC to agree the information needed about Health and Social Care services.</p> <p>LF has also met with OH and Vale of White Horse District Council to agree similar information collection.</p> <p>The information collected will form the evidence base for the 'Solution Building Events in the W/B 20th May 2019.</p> <p>The information collected through the OX12 Project Group will sit alongside the information collected through the engagement activities, such as the survey that is being launched, and the identification of Innovation and Best Practice that is being led by Kiren Collison, OCCG Clinical Chair.</p>	

	The members of the group and the chair have requested that dates of future meetings should be agreed in advance to enable the group to plan ahead. However they agreed that if they are not necessary they could be cancelled if not required.	Action JS
5.	ENGAGEMENT	JS
	<p>JS outlined the plan for the forthcoming Roadshows. The group were helpful in identifying locations and offered to support the events.</p> <p>The Survey will be launched on Tuesday 2nd April and run until Monday 6th May. Four roadshows are planning during W/B 22nd and 29th April. Display boards will be created to promote the survey and two sessions will be held in each week.</p> <p>It was requested that some of the sessions be held in evenings and that a table be booked for Wantage Farmers Market on Saturday 27 April to widen the engagement.</p>	
6.	AOB	
7.	Date of Next Meeting	
	26 th April 2019 . Venue The Beacon, Wantage	JS
8.		