

## **Task and Finish Group on Local Health Needs Assessment in the OX12 Locality**

The seventh meeting of the task and finish group took place on Monday 22<sup>nd</sup> July 2019. The group welcomed Cllr Paul Barrow, the lead VoWHDC HOSC member. Apologies were received from the Project Group (Jo Cogswell and Libby Furness), however an update was provided on the recent work of the project, along with proposed work going forward. Task and finish group members took the opportunity to review its own progress against the terms of reference, along with progress of the project in line with the framework.

A summary of the discussion points in the group are as follows:

- After reviewing the framework and the progress of the project thus far, a number of questions arose and requests for additional information, which will be passed across to the Project Group. The questions were themed as follows:
  - Project governance – members are encouraged by the additional Project Executive that has been established, however are seeking to understand how this fits within the overall governance structure of the project. It is also being clarified whether the project resource has been reviewed to ensure it is adequately supported to deliver the project within the deadline of 30<sup>th</sup> November.
  - Population Needs and Review of Services and Assets workstreams – questions have been raised to understand whether the survey has captured the sufficient level of information it set out to do, and whether any additional local knowledge was being gathered to augment the results of that. Members of the group are also seeking clarity on whether the “local views of need” part of the framework had been captured, or whether additional work was necessary.
  - Innovation workstream – Members are keen to understand how the themes presented to the Clinical Care Forum were decided upon. It is also being queried how the results of that will be translated into potential service models. Additional information was requested relating to this workstream, because the group are seeking assurances that this area has been thoroughly explored.
  - Evaluation – It is understood that an evaluation tool is in development, however members are keen to understand whether there is any learning captured already that will help the framework evolve, should it be rolled out in another locality prior to this project completing.
- Members were presented with a number of dates for key milestones in the project. They were encouraged that a listening event has been established and that the results will be made available on the CCG website to ensure full transparency. It is understood that this is an opportunity for key stakeholders to put forward views and highlight any issues, however HOSC Task and Finish Group members would like to understand how and when the stakeholders are going to be briefed, to ensure there is adequate time to

prepare for it, and whether any support is available to them, to ensure that the maximum output is gained from the meeting.

- The group agreed that the remit of the HOSC Task and Finish Group would end at the point the options have been developed, as this is the output of the framework.

The group will continue to meet at intervals that reconcile with key points and milestones within the project. Future dates are to be confirmed.