

Our Hospital Project

Our Hospital Project - Clinical and Operational Client Group



Date: 24 th July 2019	Time: 3.00pm – 4.30pm	Venue: 4 th Floor, Peter Crill House
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Present:		
Caroline Landon	Director General	CL
John McInerney	Group Medical Director	JMcl
Rose Naylor	Chief Nurse	RN
Robert Sainsbury	Group Managing Director	RS
Darren Skinner	Interim HR Director	DS
Michelle West	Director of Operations	MW
Ashok Handa	Clinical Director	AH
Richard Bannister	Project Director	RB
Maria Benbow	Group Director Commercial Services	MB
Paul McCabe	Chief Pharmacist	PMc
Andrew Mitchell	Chief Clinical Information Office	AM
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Miguel Garcia-Alcaraz	Head of Mental Health AMD	MGA
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Jo Poynter	Director of Operations Community	██
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1	Welcome / Apologies	Action
	CL Welcomed the Our Hospital Project attendees and introduced Ashok Handa Clinical Director for the Future Hospital. Apologies were received from ██████ AH	

Minutes of Previous Meeting	Action
No papers to note. The meeting on the 19 th June 2019 was dedicated to the Terms of Reference	

2	Terms of Reference CL	Action
	<p>The amended Terms of Reference were reviewed.</p> <ul style="list-style-type: none"> - Purpose - Objective - Responsibilities <p>Responsibilities;</p> <ul style="list-style-type: none"> • Care Model for Jersey – to review the Care Model for Jersey. • There will be clinical representation on the Group from both the HCS Group Medical Director and the Clinical Director for the Future Hospital <p>The proposed new Care Model will be presented end of September-October 2019</p> <p>The requirements set out in the model and, in consequence, changes in health and care delivery informing the content and capacity of the healthcare system will come to the group for comment before going to the Political Oversight Group.</p> <p>The Group will have oversight and input into the outline and full business case produced by the Project Team</p> <p>ACTION Circulate the membership of the Political Oversight Group to the Group</p> <p>A separate Scrutiny Panel has been set up for Our Hospital. This is separate from the Scrutiny Panel scrutinising the work of HCS.</p> <p>RS Is the executive lead of the New Care Model and will cascade new information on the New Care Model through a programme of communication and roadshows.</p>	CL

Our Hospital Project

New Care Model as an agenda item at the weekly AMD meetings	JMc
Programme of communication and roadshows to be drafted	RS
Re-circulate the revised Terms of Reference	■

3	New Care Model SB	Action
<p>The new model will describe significant differences in the way that it informs delivery of the Future Hospital. It will be Clinician Led (Doctors, nurses, allied health professional, social workers and all professionals who provide care for patients and clients)</p> <p>Executive Leads for the New Care Model</p> <ul style="list-style-type: none"> • Medical Director leading on the Primary Care Work Stream • Group Managing Director Leading on Secondary Care • Chief Nurse leading on the Third Sector <p>[Redacted content]</p>		<p>35</p>

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4	Project Team Update RB	Action
	<p>Currently waiting for funding to be confirmed for the project. Waiting for approvals to be able to appoint people into the project team. We now need to recruit.</p> <p>Action [redacted] from Human Resources start the recruitment process.</p> <p>The client group will determine the size of the hospital and what is going to go in it. Clinical need will narrow down the options very quickly to a small number of sites. The location is a political decision determined by the Political Oversight Group.</p> <p>Action Political Oversight Group to confirm who chooses the site</p> <p>Action Locate the Project Team in Peter Crill House</p> <p>The Group acknowledged that there will be many other interested stakeholders promoting their preferred sites.</p> <p>The Group is working to a timetable with a presentation of Care Model to Political Oversight Group at the end of September 2019. It can then be 'stress tested' October / November 2019.</p> <p>By July 2020 (one year)</p> <ol style="list-style-type: none"> 1. Appointment of the Delivery Partner envisaged to design and build the hospital or the buildings we believe are the solution. 2. Appointment of the health planner will have to convert all the information in the model (particularly the operational policies) into an area schedule and conclude departmental adjacencies <p>After 6 months (January 2020)</p> <ol style="list-style-type: none"> 1. Procure a strategic partner to work with <p>Action Work backwards to the point in which we need to go out to procure the strategic partner. We need all the details, the specifications, the site, the building, the construction, the plans.</p> <p>Action Provide a timetable for completion of the Strategic Outline Case, Outline Business Case and a Full Business Case using HM Treasury Green Book</p> <p>Indicative discussion of the work to be done and the challenging timescale in which to do it.</p> <p>[redacted]</p> <p>[redacted]</p> <p>[redacted]</p> <p>[redacted]</p> <p>[redacted]</p>	<p>■</p> <p>CL</p> <p>RS</p> <p>RB</p> <p>RB</p> <p>35</p>

Our Hospital Project

<p>JMc Sought assurance that there will be a planning law that will be fit for purpose to allow a hospital to be built. An outcome of the previous planning inquiry was that the Planning Minister could not recommend any site because the planning laws did not allow him to do so. What assurance is there that in eighteen months' time this will not happen again? [REDACTED]. The first challenge however is to get clinical support and approval.</p> <p>MB Asked if the new finance law had any bearing on the decision making in relation to the project. [REDACTED] caveat</p>	<p>35</p> <p>MB 35</p>
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8	Any Other Business	Action
	Nil	

9	Date & time of next meeting	
	The date of the next meeting is 21 st August 2019 11.30am to 1.00pm	
	Action Points	
	To Circulate the membership of the Political Oversight Group	CL
	New Care Model as an agenda item at the weekly AMD meetings	JMc
	Programme of communication and roadshows to be drafted	RS
	Re-circulate Terms of Reference	[REDACTED]
	Neil Wiseman from Human Resources start the recruitment process.	[REDACTED]
	Political Care Oversight Group to confirm who determines site	CL
	Locate the Project Team in Peter Crill House	CL
	Action work backwards to the point in which we need to go out to procure the strategic partner. We need all the details for it, the specifications, to work with us the site, the building, the construction, the plans.	RB
	Provide a timetable for completion of the Strategic Outline Case, Outline Business Case and a Full Business Case using HM Treasury Green Book	RB
	Invite input from the various heads of department or specialty as they have data activity of their own outside of TrakCare	JMc
	Digital Strategy spend available at the Our Hospital meeting on the 21 st August 2019	[REDACTED]
	Start a Finance Tracker by next meeting (Steven Mair discuss with RB) – first payment need accounting for e.g. payment for AH	RB
	To discuss at the Political Oversight Group the new hospital exemption in Public interest caveat	MB

Our Hospital Project - Clinical and Operational Client Group



Date: 18 September 2019	Time: 2.30 p.m. – 4.00 p.m.	Venue: 4 th Floor, Peter Crill House
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Present:		
Caroline Landon	Director General Chair	CL
Rose Naylor	Chief Nurse	RN
[REDACTED]	[REDACTED]	[REDACTED]
Pamela Hobbs	Head of Finance Business Planning (joined the meeting at 15.03 p.m.)	PH
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Robert Sainsbury	Group Managing Director	RS
Dr Andrew Mitchell	Clinical Chief Information Officer	AM
Michelle West	Associate Managing Director	MW
Maria Benbow	Group Director Commercial Services (joined the meeting at 15.06 p.m.)	MB
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Jo Poynter	Associate Managing Director Health Modernisation	JP
John McInerney	Group Medical Director	JMcl
Ashok Handa	Clinical Director for Our Hospital Project	AH
[REDACTED]	[REDACTED]	[REDACTED]

In Attendance:		
Karen Pallot	Executive Assistant	KP

1	Welcome / Apologies	Action
	<p>The Chair welcomed the Our Hospital Project attendees.</p> <p>Apologies for absence were received from Patrick Armstrong (Associate Medical Director Scheduled and Tertiary Care), Paul McCabe (Chief Pharmacist, [REDACTED]), [REDACTED], [REDACTED].</p>	

Minutes of Previous Meeting		Action
<p>The Chair apologised for lateness of agenda, minutes, papers and informed the Group that an administrative support officer has been appointed and will start soon.</p> <p>The Minutes were taken as read and approved.</p>		

2	New Care Model Update - RS	Action
	<p>The Group Managing Director [REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <ul style="list-style-type: none"> ■ [REDACTED] ■ [REDACTED] <p>[REDACTED]</p>	35

<ul style="list-style-type: none"> Tracking down contracts out to Procurement. Update on actual spend and forecast to date will be taken to next meeting. <p>Action: PH to bring report on actual spend to date and forecast to next meeting</p>	PH
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6	Medical Director Overview	Action
<p>The Group Medical Director gave a brief update as follows: -</p> <ul style="list-style-type: none"> [REDACTED] The New Care Model presentation has been rolled out to all HCS staff and all GP Practices and feedback has been positive. [REDACTED] 		<p>35</p> <p>33</p>

7	Clinical Director Overview	Action
<p>The Clinical Director for Our Hospital Project (AH) gave a verbal update to the Group, the main points discussed were: -</p> <ul style="list-style-type: none"> [REDACTED] Recruitment underway for Team. Waiting on PMO appointment. [REDACTED] AH invited the Communications Officer to brief the group on Care Model communications plan [REDACTED] <p>[REDACTED]</p> <ul style="list-style-type: none"> [REDACTED] <p>[REDACTED] also informed the Group that a New Hospital Communications Lead has been appointed, namely Mr. Carl Walker.</p> <p>Action: It was agreed that Carl Walker be invited to attend Hospital meetings.</p> <p>The Group agreed that a Customer and Local Services representative be invited to join the Board.</p> <p>Action: Ian Burns be invited to attend Our Hospital Meetings.</p>		<p>35</p> <p>[REDACTED]</p> <p>CL</p>

8	Any Other Business	

There was no other business.

9	Date & time of next meeting
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The date of the next meeting takes place on Wednesday 16th October at 10.00 a.m. – 11.30 a.m., 4 th Floor, Peter Crill House

Our Hospital Project - Clinical and Operational Client Group



Date: 6 November 2019	Time: 2.00 p.m. – 4.00 p.m.	Venue: 4th Floor, Peter Crill House
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Present:		
Caroline Landon	Director General Chair	CL
Rose Naylor	Chief Nurse	RN
Patrick Armstrong	Group Medical Director and Associate Medical Director Scheduled and Tertiary Care	PA
Paul McCabe	Chief Pharmacist	PMcC
Richard Bannister	Project Director (dialled in)	RB
Miguel Garcia Alcaraz	Associate Medical Director for Mental Health	MGA
██████████	Finance Business Partner	█
Michelle West	Associate Managing Director	MW
Maria Benbow	Group Director Commercial Services	MB
██████████	████████████████████	█
Jo Poynter	Associate Managing Director Health Modernisation	JP

In Attendance:		
██████████	██████████	█

1	Welcome / Apologies	Action
	<p>The Chair welcomed the Our Hospital Project attendees.</p> <p>Apologies for absence were received from ██████████ ██████████ ██████████ ██████████ Robert Sainsbury (Group Managing Director), Dr Andrew Mitchell (Clinical Chief Information Officer), ██████████ Ashok Handa (Clinical Director for Our Hospital Project), ██████████ Pamela Hobbs (Head of Finance Business Planning), ██████████</p>	

Minutes of Previous Meeting	Action
The Minutes of the meeting held on 18 September 2019, were taken as read and approved.	

2	New Care Model Update - CL	Action
	<p>The Director General provided a verbal update as follows:-</p> <ul style="list-style-type: none"> • ██████████ ██████████ • Presentation given to States Members and media briefing. HCS received positive feedback. • ██████████ ██████████ • Next steps – presentation to the Comite Des Connetables on 11 November 2019 and then public briefings to all Parishes. AMDs, Paul McCabe and Lead Nurses will be invited to attend. • ██████████ ██████████ ██████████ <p>The Director General expressed her thanks to ██████████</p>	<p>35</p> <p>33</p> <p>█</p> <p>35</p>

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3	Project Team update	Action
	<p>The Project Director (RB) updated the Group as follows: -</p> <ul style="list-style-type: none"> • Interviews for Health Planning Advisers take place on 12 November 2019. • Project Management Team have been appointed but not formally – now waiting on due diligence. • Procurement of Lawyers – contracts to be put in place. • Clinical Director for Our Hospital Project (AH) is working on the following:- <ul style="list-style-type: none"> • Site Selection Criteria – this will be clinically led. Questions to analyse the various site options and to steer consultation which will begin January 2020. • Reviewing work from the previous Future Hospital Project by EY and MJM (previous Health Planners) • Options for hospital – hospital/hospital and campus/multiple sites <p>Action: Group Medical Director and Clinical Director for Our Hospital Project to meet to discuss size and specification options.</p> <p>Action: Project Director to confirm the Commercial Lead</p>	<p>PA/AH</p> <p>RB/MB</p>

4	Procurement Update	Action
	<p>Group Director Commercial Services (MB) provided a verbal update to the Group, the main points: -</p> <ul style="list-style-type: none"> • Health Planner and Clinical Design Team interviews take place on 12 November 2019. • MB met with Steven Mair, HCS Finance Director regarding [REDACTED] • Appointment of legal services – subject to contract. 	35

5	Finance Update	Action
	<p>The Finance Business Partner ([REDACTED]) informed the Group of the following:</p> <ul style="list-style-type: none"> • Spend as at 30 October 2019 - £150k. • Forecasted spend by year end - £460k. Longer term forecasts available later this month. • Currently working through tenders and work packages. <p>Action: to provide monthly finance reporting</p> <p>The Group Director Commercial Services (MB) informed the Board that a draft template for P59 requests for Agency Staff will be presented to the Government of Jersey Chief Executive. Going forward the template will provide compliance and transparency for Scrutiny.</p> <p>Action: Template to be sent to HCS Finance Director</p>	<p>[REDACTED]/PH</p> <p>MB</p>

6	Any Other Business	Action
	<p>The Board discussed Our Hospital Meetings .going forward and agreed:-</p> <ul style="list-style-type: none"> • Meetings take place monthly on a Wednesday afternoon, 2.00 p.m. – 4.00 p.m. • Group Medical Director (PA) and Clinical Director for Our Hospital Project (AH) to review Agenda. 	AH/PA

7	Date & time of next meeting
The date of the next meeting takes place on Wednesday 4 December at 3.30 p.m. – 5.00 p.m., 4 th Floor, Peter Crill House	

Our Hospital Project

Our Hospital Project - Clinical and Operational Client Group



Date: 4 December 2019	Time: 3.00pm – 4.30pm	Venue: 4 th Floor, Peter Crill House
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Present:		
Robert Sainsbury	Group Managing Director (Chair)	RS
Patrick Armstrong	Group Medical Director	PA
Rose Naylor	Chief Nurse	RN
[REDACTED]	[REDACTED]	[REDACTED]
Michelle West	Director of Operations	MW
Ashok Handa	Clinical Director	AH
Richard Bannister	Project Director	RB
Maria Benbow	Group Director Commercial Services	MB
Paul McCabe	Chief Pharmacist	PMc
Andrew Mitchell	Chief Clinical Information Office	AM
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Miguel Garcia-Alcaraz	Head of Mental Health AMD	MGA
[REDACTED]	[REDACTED]	[REDACTED]
Jo Poynter	Director of Operations Community	JP
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

1	Welcome / Apologies	Action
	RS welcomed the Our Hospital Project attendees. Apologies were received from Caroline Landon, Director General, Maria Benbow, Group Director Commercial Services and [REDACTED]	

2	Minutes	Action
	The Minutes of the meeting held on 6 November 2019, were taken as read and approved	

3	Jersey Care Model - Update	Action
	<p>The Group Managing Director informed the Group that public meetings have been held at St. John, St. Martin, St. Mary, St. Helier and Trinity, and overall, the meeting have been well attended and feedback has been positive. Key themes raised at the meetings are: -</p> <ul style="list-style-type: none"> • Workforce and recruitment • Finance - Anxieties around paying more for health care • Engagement before appointment of Health Planner • Will the Care Model hold up the future hospital project? • GP's capacity and recruitment • Impact on volunteers and voluntary sector <p>The Health and Social Care Scrutiny Panel have called for a review into the Jersey Care Model.</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	<p>35</p> <p>[REDACTED]</p>

Our Hospital Project

4	Hospital Project Update	Action
<p>The Clinical Director and the Project Director gave a presentation to the Group on the proposed site selection model that was presented to the Political Oversight Group.</p> <p>The key areas discussed: -</p> <p><u>Sequential Testing</u></p> <ul style="list-style-type: none"> • Look at clinical and patient priorities • 50 sites down to a small number of shortlisted sites. • Compiling a list of clinical questions. • Formation of Citizens Panel to scrutinise consisting of 24 individuals. • The test will be applied to the list and the team and the Political Oversight Group will sign off in principal on 16 December 2019. • The agreed questions ready for January to allow the process of elimination of sites. • Call for sites will go out week commencing 9 December 2019. • Pre-Qualification process – questions that will have a large impact and significantly reduce risk • Tests around meeting patient needs <p>Next Steps: -</p> <ul style="list-style-type: none"> • Tendering for a delivery partner/design and build contractor. • The Clinical Director will require support from Our Hospital Group – Ashok will send the presentation to the AMDs for comment. • The Project Director would like discussions to take place about when the hospital is built, how are we going to run and maintain it so that it maintains, i.e. uplift in skills, equipment, identifying gaps in technical abilities or outsource in the future etc. • Appointment of design and planning team who will visit areas already completed. RB and AH are looking for volunteers to visit these facilities which will involve two days travel. • Meetings have taken place with the Health Planner. AH suggested that he provide a short presentation and briefing to AMDs from mid-January <p>Action: PA to invite AH to AMD meeting.</p>		PA
5.	Procurement Update	Action
<p>In the absence of the Group Director Commercial Services, the Project Director provided a brief update as follows: -</p> <ul style="list-style-type: none"> • Mace have been appointed to run the Project Management Office (PMO) • PWC and MJM have been appointed as Health Planner • Tender out for small specialist services • Tender out for Design and Build Contractor 		
6.	Finance Update	Action
<p>The Project Accountant (█) led the Group through the Financial Position Summary as at 30 November 2019. The main points to note: -</p> <ul style="list-style-type: none"> • Annual Budget of £845k. Because of the delay with the Project Team the forecast for the year end expected to be £492k. • We have drawn down £500,000 and delivered back to Treasury and are putting in a bid to have refunded in 2020. 		

Our Hospital Project

<ul style="list-style-type: none"> The total spend to 30 November is £190k. The recent appointments of the Health Planner and PMO December costs will bring spend up to the forecast for year end. <p>The Project Accountant is currently working on the forecast for the next two years to deliver the project and when funding is agreed LJ will report back to the Group.</p>	
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7.	Group Medical Director Update	Action
<p>The Group Medical Director expressed his full support together with the Associate Medical Directors and invited the Clinical Director to describe the site selection process to the MSC at their next meeting, and thereafter an update on the Hospital Project become a standing item on the Agenda.</p> <p>Action: PA to invite AH to give presentation to MSC.</p> <p>Action: Our Hospital Project to be an agenda item at monthly MSC Meetings.</p>		<p>PA</p> <p>PA</p>

8.	Any Other Business	Action
Nil		

9.	Date & time of next meeting	
The date of the next meeting Wednesday 8 January 2020 at 3.30 p.m.		

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<ul style="list-style-type: none"> Price Waterhouse Coopers (Health Planners) are stress testing the JCM will be attending Care Groups and meeting with clinical staff. Staff and other interested parties will be invited to participate in working groups. Points will be available from PWC around February and this will be shared with the Group. PWC will end their work in March and a report on their findings will be shared with the Political Oversight Group (POG). <p>Action: Interim Director of Modernisation to circulate to Group biography of [REDACTED]</p>	HL
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4	Hospital Project Update	Action
	<p>The Clinical Director updated the Group on progress on six work streams as follows: -</p> <ul style="list-style-type: none"> Project Brief – [REDACTED] Delivery Partners - tendering underway for a delivery partner/design and build contractor. Three bids have been received, two with local experience. The potential delivery partners have visited Jersey, and representatives from the Our Hospital will be visiting examples of their work across the UK and Europe. The deadline is to appoint by 1 April. Citizens Panel - closing date for expressions of interest from the public will be on 24 January 2020. 24 panel members will be appointed at the end of January. The Citizens Panel will scrutinise questions on site selection and sequential test. Site Selection – Citizens Panel and Public Consultation to feed into site selection. Preferred Site – By June deliver the outline business case Planning Application – [REDACTED] <p>Action: Hospital Project meetings to take place bi-weekly from April 2020</p> <p>[REDACTED]</p>	<p>35</p> <p>35</p> <p>35</p>

5.	Procurement Update	Action
	Nothing to report.	

6.	Finance Update	Action
	<p>The Head of Finance Business Partnering (LJ) led the Group through the Financial Position Summary as at 31 December 2019. The main points to note: -</p> <ul style="list-style-type: none"> [REDACTED] [REDACTED] The next procurement will be the Delivery Partner. 	

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<ul style="list-style-type: none"> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p><u>Next steps</u></p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>	
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7.	Group Medical Director Update	Action
	<ul style="list-style-type: none"> The Clinical Director has been invited to attend monthly AMD and MSC meetings. The Group Medical Director emphasised the need to look at engaging clinicians within the Community communicating through internal then external open hospital meetings and messages. 	

8.	Any Other Business	Action
	There was no other business.	■

9.	Date & time of next meeting
	The date of the next meeting Wednesday 12 February 2020 at 10.00 a.m.

Our Hospital Project

Our Hospital Project - Clinical and Operational Client Group



Date: 12 February 2020	Time: 10.00 a.m. – 12.00 p.m.	Venue: 4 th Floor, Peter Crill House
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Present:		
Caroline Landon	Director General (Chair)	CL
Robert Sainsbury	Group Managing Director	RS
Patrick Armstrong	Group Medical Director	PA
Richard Bannister	Project Director	RB
Paul McCabe	Chief Pharmacist	PMc
Andrew Mitchell	Chief Clinical Information Officer	AM
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
Hilary Lucas	Interim Modernisation Director	HL
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]
In Attendance:		
[REDACTED]	[REDACTED]	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]

1	Welcome / Apologies	Action
	<p>Apologies were received from;-</p> <p>Rose Naylor (Chief Nurse), Michelle West (Director of Operations), Ashok Handa (Clinical Director) Miguel Garcia-Alcaraz (Head of Mental Health AMD) Maria Benbow (Group Director Commercial Services), [REDACTED] Jo Poynter (Director of Operations Community) and [REDACTED]</p>	

2.	Minutes	Action
	The Minutes of the meeting held on 8 January 2019, were taken as read and approved.	

3.	Jersey Care Model (JCM)- Update	Action
	<ul style="list-style-type: none"> Intermediate Care Session took place earlier today around the specification and the Women, Children and Family Care Group met yesterday. Feedback has been positive. The technical groups have also met and there are discussions around the interconnect between the Technical Groups, Our Hospital and the Jersey Care Model streams. Submissions on the JCM are going to the to the Hospital and Social Security Scrutiny Panel. The Chief Clinical Information Officer (AM) is due meet Scrutiny on 13 February 2020. [REDACTED] 	33

<p>Key Dates:</p> <ul style="list-style-type: none"> • March 7th - Panel of citizens – will come together to determine the criteria for shortlisting potential sites for a new hospital, which would be expressed as questions and sequence of questions • [REDACTED] • July - Next big Hold Point in July gets us down to 1 site • [REDACTED] <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Any other comments? All stated 'No further comments'</p>	35
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4.	Procurement Update	Action
<p>[REDACTED] introduced himself to the group as the Procurement replacement on the project from [REDACTED].</p> <p>Update on recent appointments:</p> <ul style="list-style-type: none"> • Legal Advisor – appointed • Commitment from Special Advisors – ongoing • Cost Consultant – Scope being finalised • Delivery Partner – to be appointed by POG on 8th April <p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>		35

6.	Finance Update	Action
<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p> <p>Any other comments? All stated 'No further comments'</p>		35

7.	Group Medical Director Update	Action
Nothing to report		

8.	Any Other Business	Action
<p>[REDACTED]</p> <p>[REDACTED]</p> <p>[REDACTED]</p>		35

ACTION: Bring comms strategy back to the project team meeting in April (design and delivery partner to be present at that meeting)

AH/RB

9. Date & time of next meeting

The date of the next meeting Tuesday 21 April 2020, 4th Floor, Peter Crill House

6.	Finance Update	Action
No update Any other comments? All stated 'No further comments'		

7.	Group Medical Director Update	Action
No update Any other comments? All stated 'No further comments'		

8.	Any Other Business	Action
Hospital communications/newsletter. Due to slight change of focus, the Chair of POG wanted to make his announcements before dissemination of hospital comms. Further update to be provided by Communications and Engagement Lead ahead of the next meeting. COCG requested updates from the Project Team on a weekly basis. Project Director will discuss requirements with the Communications and Engagement Lead and report back. Any other comments? All stated 'No further comments'		AH/RB

9.	Date & time of next meeting
The date of the next meeting 3 rd June 2020 (3.30 pm to 5.00 pm), 4 th Floor, Peter Crill House and via Teams	

Our Hospital Project - Clinical and Operational Client Group

Date: 13 July 2020	Time: 11:00 – 12:30	Venue: 4 th Floor, Peter Crill House and via Teams
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Present:		
Caroline Landon	Director General (Chair)	CL
Richard Bannister	Our Hospital Project Director	RB
Robert Sainsbury	Group Managing Director	RS
Rose Naylor	Chief Nurse	RN
[REDACTED]	[REDACTED]	[REDACTED]
Ashok Handa	Our Hospital Project Clinical Director	AH
Paul McCabe	Chief Pharmacist	PMc
[REDACTED]	[REDACTED]	[REDACTED]
Jo Poynter	Director of Operations Community	JP
[REDACTED]	[REDACTED]	[REDACTED]
Richard Glover	Our Hospital Planning Lead	RG
[REDACTED]	[REDACTED]	[REDACTED]
Andrew Mitchell	Consultant	AM
[REDACTED]	[REDACTED]	[REDACTED]
Paul Hughes	Associate Medical Director	PH

In Attendance:		
[REDACTED]	[REDACTED]	[REDACTED]

1.	Welcome / Apologies	Action
	<p>Apologies were received from: -</p> <p>Patrick Armstrong, Michelle West, [REDACTED], Miguel Garcia-Alcaraz, Michelle West</p>	

2.	Minutes	Action
	<p>The Minutes of the meeting held on 03 June 2020 will be reviewed at the meeting to be held on 12 August 2020</p>	

