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<th>No</th>
<th>Item</th>
<th>Action</th>
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<tbody>
<tr>
<td>1</td>
<td>Welcome/Apologies</td>
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<td>Dr Michael Curry welcomed everybody to the meeting.</td>
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<td>Apologies were received from Dr Alistair Tulloch, Eileen Turner and John Holmes.</td>
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<td>2</td>
<td>Introductions/Aspirations from Members</td>
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<td>The Forum members introduced themselves and outlined their hopes and aspirations for the re-provision of Bicester Community Hospital.</td>
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<td>Project Update</td>
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<td>• Tony Burrage, Project Manager re-presented the ‘Bicester Timeline’ and updated the forum on the key stages taking place during November/December. Tony advised the following;</td>
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<td>○ Community Engagement – this is what this forum is all about and he was delighted that so many people had turned up to join in the discussion. He felt that the biggest challenge for him and his PCT colleagues was to hear what was being said.</td>
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<td>○ Population Projections – Tony has received data from Oxfordshire County Council to look at Bicester population growth up to 2026. However, the figures were for Bicester Town only and didn’t include projected figures for the Eco-Town. Tony wants to produce a set of figures that Oxfordshire County Council, Cherwell District Council and the PCT understand and are able to sign off.</td>
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<td>○ Members of the forum raised issues around ensuring that Chesterton is included in the projections and that whatever figures are used the PCT needs to ensure that there is land available for future expansion as Bicester is only going to grow.</td>
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<td>○ Tony Burrage agreed to circulate a list of ward areas covered in our current projections. <strong>Action:</strong> Tony to circulate list with the minutes</td>
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<td>○ Current Patient Flows – data has been received and these need reviewing in order to understand no’s and location of people using services like the Out of Hours and Minor Injury Unit.</td>
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<td>○ Financial modelling – currently reviewing the money the PCT has ring fenced at the moment. PCT is very keen to stress that there will be no reduction in funding.</td>
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<td>○ Site planning framework (current site) – the site is being surveyed at the moment and the architect is looking at the site to work out a square meterage so Tony can obtain a cost from the District Valuer. Tony was keen to reiterate that whilst the current site and the South West site were current options it may be that bidders come up with additional site options.</td>
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<td>○ Cllr Sibley reported that the South West site has planning permission for a healthcare village including a care home. Tony Burrage stated that he was aware of this and the information would be passed onto bidders via the Invitation to Participate in Dialogue (ITPD).</td>
<td><strong>TB</strong></td>
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Open Debate
Dr Curry was keen to have an open debate around some of the issues recurring at various meetings and to try and help the Forum understand what is, and what is not possible.

A 30 bed Community Hospital should be provided.

- Dr Curry stated that this was an idea from the 1990s and was not going to happen due to the financial status of the PCT.
  - Cllr Sibley said that in 1997 Bicester was promised a new hospital, but this never happened due to finances and that new money was found in 2005, but due to a re-organisation within the PCT was spent elsewhere. A bid for a 30 bed hospital was put together by Bicester GPs, so they obviously think there is a need for one.
  - Dr John Galuszka refuted that the bid by GPs was for a 30 bed hospital and he was involved in producing the figures so should know. He also warned against using the same arguments now as the catchment area is much larger as people from other areas are using the MIU and OoH Service.
  - David Hughes felt that the PCT should aim for something achievable and look at location and access to the hospital including parking provision as well as public transport.
  - Geoff James sought clarification around the land at the SW site and whether this was being “given” to the PCT and if not would there be enough money if the current site was sold. Catherine Mountford confirmed that the SW land would come at a cost to the PCT and that the financial remodelling work that’s being carried out will determine if the sale of the current site could help fund this.

We want a maternity unit to be provided

- Dr Curry stated that this would not be provided for clinical reasons in line with current guidelines.
  - Cllr Sibley stated that the people of Bicester didn’t necessarily want one now, but for it to be thought about in the future particularly with the pressures on the JR and Horton.
  - Cllr Pratt (who works as a receptionist at a local health centre) reported that she had not heard of requests from women that they would prefer to have their babies at Bicester and have always seemed to have been happy with the service at either the JR or Horton. Cllr Pratt also stated that if a maternity unit was provided you would also have to have a paediatric team as babies were not always born healthily and that those with clinical knowledge should be listened to.
  - Tony Burrage reminded the Forum that there is already a debate about the continuing provision of the paediatric services at the Horton. He also reiterated that whilst he could re-provide the current services he could not do his job if there was continued local opposition over the perceived need for provision of new services.

The need for inpatient beds

- Dr Curry suggested that most people from Bicester and the surrounding areas would be best treated either at the Horton/John Radcliffe and for less serious illnesses could be treated at home with
additional support services. The need for inpatient beds at Bicester had become less since the support for home services had improved.

- Nick Cotter asked about the provision of therapy services. Tony Burrage stated that resources are limited and if people are recovering at home they will come to the community hospital for physio and then return home. The activity data shows that demand for beds isn’t very high and by not stipulating the number of beds it allows for a broader provision of services.

- Cllr Sibley felt that if you had had an operation in an acute hospital you would want to recover at the local community hospital. MC agreed but felt that the improvements in home care meant that the need for inpatient beds had reduced.

- Terry Hawtin felt that the PCT should take into consideration that Bicester has and will continue to have a growing population and that more inpatient beds may be needed in the future.

- It was reported in the Bicester Advertiser that the original proposal was for the provision of services, but not the beds. Catherine Mountford confirmed that the PCT is committed to re-providing current services and that the article was incorrect and that the PCT had taken this up with them. Catherine reiterated that the PCT is and always has been committed to re-providing the current services and that she is hearing loud and clear that the community want the current services and the bedded service to be on one site.

5 Terms of Reference

5.1 Membership
It was agreed that the current membership was a good representation of the community and that there was no need to have more than 20 members. It was also agreed that a representative from Kidlington should be found as people from this area use the Bicester Community Hospital too. Action: Cathryn Bullimore to recruit a Kidlington representative.

5.2 Support from Cherwell District Council
Cathryn Bullimore acknowledged that secretarial support had been offered by CDC, however, the PCT had filled the project administration position and there was no need for two sets of minutes Louise Carlisle will provide support to the Forum. Cathryn Bullimore also confirmed that the minutes will be posted on both the PCT and Cherwell District Council websites.

5.3 Open or Closed Meeting
- Dr Curry felt that the meetings should be closed with an open meeting every 6 months or as the need arose. The Forum agreed with this.

- Dr Curry also proposed that we invite the local press to the Forum meetings. This was debated and there was concern that although invited we couldn’t make the press attend and it was proposed that some sort of briefing compiled from the minutes be sent to them. The Forum agreed to the proposal. Action: Cathryn Bullimore to invite the Bicester Advertiser and the Bicester Review to attend and produce a briefing after each meeting if the press are not present. The briefing will also be circulated to the CHEF members for information.

5.4 Representatives to the Project Group
Dr Curry reminded the Forum that from the public meeting in November
there was an opportunity for 2 members from the Forum to join the Bicester Community Hospital Project Group. Tony Burrage outlined the role, possible key knowledge the representatives might need, location and length of the meetings.

- It was proposed that Dr Michael Curry as Chair of the Forum be one representative and this was agreed.
- Cllr Sibley then put himself forward to be considered as the second representative as did Cllr Hughes.
- A vote took place and it was declared that Cllr Hughes would be the second representative.
- Cllr Hughes thanked the forum for their decision and asked that if he was unable to attend a project group meeting Cllr Sibley attend in his place. The forum agreed to this.

5.5. Frequency of Forum Meetings
At the public meeting in November Tony Baldry suggested that the Forum meet on a quarterly basis, however, it was proposed meeting on a monthly basis in line with the project board meetings and this was discussed by the Forum.

- Tony Burrage felt that there is not always very much going on, so proposed that the Forum met at least bi-monthly then in the summer during the dialogue phase of the project make the meetings quarterly and call an emergency meeting as necessary.
- The forum agreed to this proposal.

6 Communications – How, Who, Where and When
Cathryn Bullimore updated the Forum on the various communication lines she is investigating or has put in place. These included;

- The potential for a blog/on-line forum as has been set up for the Henley group. This will be supported via the PCT website and signposted via the Cherwell District Council and Bicester Advertiser websites.
- This Forum meeting was advertised on Twitter and all future meetings will be.
- CB sought permission from the Forum to circulate their contact details within the group. This was agreed to.
- Highlighted the use of the feedback forms and to encourage colleagues and family members to use them too.
- It was suggested to CB that she advertise the Forum meetings in The Garth Gazette.

7 Any other business
- Cllr Hughes stated that parking facilities were key for the hospital site and that there could never be enough provided and suggested an area for unofficial car parking.
- Cllr Hughes also felt that for other sites to be considered the Forum needed to see plans for each of the proposed sites. Tony Burrage confirmed that the architect has produced a plan and this will form part of the agenda for the next meeting. Action: TB to discuss with architect and LC to ensure it is put on the agenda.
- The PCT was asked to clarify the situation with regard to the ambulance station currently on the site. Tony Burrage confirmed that revenue was received and that although he hadn’t seen the plan drawn up by the architect he was sure that it will have been included in the reprovision.
- Nick Cotter asked if the finances for the project were dependent on part or the whole of the site being sold off. Tony Burrage replied that
he wasn’t sure, but his anticipation is that it wouldn’t although the architect may come up with options for the site that may change this. Catherine Mountford confirmed that the finance currently spent on the hospital site would be available for the new building.

- Dr Curry thanked everybody for attending and asked for final comments. These included;
  - We need to make a wish list
  - We need everybody to be singing from the same hymn sheet
  - Group needs to be proactive not reactive
  - The PCT need to listen to people’s views
  - Discussions have gone on too long we need a resolution asap
  - Need to look to the future and make sure the design is future proof.
  - More transparency is required

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<th>8</th>
<th>Date and Time of Next Meeting</th>
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<td>Thursday 11th February 2010, 7.00pm at Littlebury Hotel, Bicester</td>
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