

## **WESTMINSTER MEMORIAL HOSPITAL WORKING GROUP**

Notes of meeting held on Tuesday 10<sup>th</sup> January 2017 at 6pm in the Town Hall

**Present:** Councillors Anthony Austin, John Lewer, Piers Brown, Richard Tippins, George Hall and Lester Taylor; Steve Unwin

**Apologies:** Councillor Philip Proctor

### **1. Nomination and Election of Chair**

Councillor Anthony Austin was elected Chair of the Working Group

### **2. To consider and agree the Terms of Reference for the Group**

The draft Terms of Reference (ToR) were discussed and amendments agreed. It was also agreed that the ToR may be amended as other parties joining the group. See **Appendix A** for the revised ToR.

### **3. To nominate and extend invitations to representatives of interested parties to join the Working Group**

It was agreed that Steve Unwin join the working group and was invited to join the meeting. It was agreed that further invitations to join the working group be extended to the Save our Beds Group; Gillingham Town Council; Local Parish Councils including those on the Wiltshire borders; Friends of Westminster Hospital; Ray Humphries; Dick Ripper; The Cedars Nursing Home; Lynne Fish - Shaftesbury & Gillingham Transport Forum.

An invitation will be sent for the next meeting of the Working Group.

### **4. To prepare an update report for the General Management Committee (GEM) meeting to be held on 17<sup>th</sup> January 2017.**

Notes of the meeting to be presented to GEM

### **5. Any other business**

The cost of producing leaflets had been agreed by Council on 6<sup>th</sup> December 2016 that a small amount of printing could be achieved within the Clerk's delegated authority. It was agreed that a leaflet be designed for door to door distribution, which would encourage residents to complete the consultation questionnaire. Cllr Brown to liaise with Cllr Austin in the design of the leaflet.

It was agreed that some members of the group would hand out leaflets and the Consultation document and questionnaire at the Thursday market.

A Press Release would be prepared by Cllr Austin, to be approved by the Acting Deputy Town Clerk and GEM.

It was agreed that a Freedom of Information request be submitted to the Dorset Healthcare University NHS Foundation Trust for information on the number of beds and nursing staff costs for current and previous years.

### **6. To agree agenda items and date for next meeting**

The next meeting of the Working Group will take place on Tuesday 17<sup>th</sup> January 2017, 6pm in the Town Hall.

The meeting closed at 6:58pm

## **Appendix A**

### **The Council and the Westminster Hospital**

#### **Terms of Reference**

#### **DRAFT**

#### **Working Group**

This Working Group is established by Shaftesbury Town Council to lead the community in its determination to ensure the future of the Westminster Memorial Hospital and its beds as a major asset to Shaftesbury and the surrounding community.

The Group is asked to determine the following:

1. To make representation to save the beds at the Westminster Memorial Hospital Shaftesbury
2. To identify reasons to keep the beds at the Westminster Memorial Hospital Shaftesbury
3. To establish legal ownership of the Hospital and determine whether the hospital was gifted and whether there are any conditions of use or restrictive covenants in place.
4. To establish the terms of agreement of its use by the NHS, funding of staffing and running costs, provision and maintenance of equipment and Service Level Agreements.
5. To establish the NHS Trusts who have a direct interest in the Hospital and their understanding of their "rights" of use
6. To understand the Dorset CCG and their relationship and/or agreements with other CCG's and Social Services
7. To establish whether discussions are taking place with the other CCG's
8. To establish which Town Councils, Parishes and other stakeholders who have an expectation of a say in the future of the Hospital. Make contact and extend an invitation to join Group.
9. To keep local Members of Parliament, District and County Council portfolio holder and other local organisations informed of the Working Group's actions in order to lead a co-ordinated response to the Consultation.