

**Minutes. PPPWO**

**12<sup>th</sup> June 2018 10.00 – 12.00pm WODC Offices, Wood Green, Room 1**

Present	Name		Organisation / LF
	Graham Shelton	GS	The Nuffield Practice PPG / PPPWO Chair
	Madeleine Radburn	MR	Windrush Medical Practice PPG / PPPWO Vice Chair
	Roy Thomas	RT	Eynsham Medical Group PPG
	John Simpson	JRS	Retired GP
	Judith Wardle	JW	Action for Carers
	Brenda Churchill	BC	Cogges PPG and Deer Park Campaign Group
	Peter Branson	PB	MS Society; West Oxon / PPPWO Vice Chair
	Peter Higgs	PH	Burford PPG
	Jackie Wilderspin	JWi	Public Health Team Oxfordshire County Council
	Nicola Perrett	NP	Healthwatch Oxfordshire - minutes

<p>1.</p>	<p><b>Welcome and apologies</b></p> <p>Graham welcomed Jackie Wilderspin and the group introduced themselves. GS explained the background to the PPPWO group and that it includes both PPGs and community representatives.</p> <p>Apologies from:          Fergus Campbell          Dr Amar Latif          Jacqui Wright          Jan Cottle          Jane Southworth</p>
<p>2.</p>	<p><b>Public Health Event – Jackie Wilderspin</b></p> <p>Jackie explained her extensive background working in public health in Oxfordshire, including for the past five years at the County Council working alongside OCCG subsequent to the 2012 Health and Social Care Act. She leads a small team of eight staff who work on campaigns, local partnerships and inequalities, data intelligence which inputs into the JSNA, and the health implications of planning policy,</p> <p>Jackie explained the purpose of the JSNA , that it is joint County Council and OCCG data, increasingly with data drawn from health services and using the data to inform service development. This includes population projections, one of which includes housing growth. The document gives figures and projections to 2030 and is there to inform decision makers.</p> <p>GS explained that PPPWO’s theme this year is prevention and with that in mind would like to put on an event in October with Public Health.</p> <p>JWi explained that public health commissions a lot of provider organisations but doesn’t usually put on events themselves for example:</p> <ul style="list-style-type: none"> <li>• Smoking cessation</li> <li>• Community dental services</li> <li>• Drug and Alcohol Prevention</li> <li>• Weight Management</li> </ul> <p>The group discussed the possibility of using the link between public health and social prescribing as an overarching theme for the event</p> <p>The group considered possible locations, eg Carterton, Leafield, Minster Lovell, Stanlake Considerations were closeness to a supermarket, size of the hall, availability of people (day of the week if a Saturday), also that 40 – 50 year olds are less likely to be available midweek.</p> <p><b>Action: JW i will send a link to the JSNA to NP to circulate to the group</b>  <b>Action: The group will research potential locations for the event</b>  <b>Action: JW i offered to put together an outline plan for the event for discussion at the next PPPWO meeting</b></p>
<p>3.</p>	<p><b>Minutes of last meeting</b></p> <p>The minutes were agreed</p>
<p>4.</p>	<p><b>Matters arising</b></p>

	<ul style="list-style-type: none"> <li>The group questioned GP dementia leads. MR has asked at her practice and been advised that all staff are trained so there is no specific lead</li> </ul> <p>FC provided a written update about Locality Plan Actions:</p> <p>Locality plan actions (p42):</p> <ul style="list-style-type: none"> <li>primary care visiting service contract in place with PML – slightly more capacity than before</li> <li>Clinical pharmacists in post from June. mental health workers will not be appointed (funding transferred to pharmacists)</li> <li>Access hubs - Additional hub capacity agreed with PML from last April</li> <li>Diabetes model – similar approach for respiratory funded with practices from Summer 2018</li> <li>urgent treatment centre – target now Dec 2019 for implementing an integrated urgent care service in Witney similar to national model</li> <li>workforce model – countywide strategy drawing on locality plans due for release in the summer</li> <li>Estates – ongoing – discussion about priorities at Oxfordshire Primary Care Commissioning Committee 1 May 2018.</li> <li>Notes –delayed while confirming legal responsibility for paper notes</li> <li>Digital – a large number of projects underway to boost on-line services and shared access to records.</li> </ul> <p>NB summary document with designer</p>
5.	<p><b>Carers' Event in Eynsham</b></p> <p>PPPWO will have a display manned by:          GS 10 – 12          FC 12 – 2          JW 2 - 5          BC 5 – 7</p> <p>It will be an opportunity for PPPWO to raise awareness of the group and what PPPWO can do to support carers asking the question, 'What can PPPWO do to make your life better as a carer?'</p> <p>Healthwatch will also bring information and a banner. NP will be available at the start and end of the day with possible Healthwatch cover between.</p> <p>Members of Eynsham PPG will be there. Someone from surgery will be there for part of the time.</p> <p>The event has been publicised, posters have been seen in the community, Carers Oxfordshire did a press release, PPPWO members have worked to include the information in local publications.</p>
6.	<p><b>Antibiotics Lecture on 22<sup>nd</sup> September</b></p> <p>MR updated the group to say that advertising for this event will be going out at end of this month.</p>
7.	<p><b>Healthshare and MSK referrals</b></p> <p>FC provided a written update:          Healthshare is adapting the patient letter and GP comms to make the process clearer, esp. at beginning. OCCG is reviewing patient feedback.</p>

	<p>The group is still aware of cases where there have been delays in the referral and booking process causing delays in treatment.</p> <p>JRS questioned the financial cost of the delays and whether the private pathway is cheaper?</p> <p>PB questioned the discrepancy between the agreed patient pathway and the actual experience</p> <p>MR asked if the 28 week wait is unique to Witney and does HWO have any comparison to the experience in other areas of Oxfordshire</p> <p><b>Action: RT will forward the example about Healthshare delay to GS to take forward to the next CCG Chairs meeting</b>  <b>Action: The group will ask their PPGs to ask for their feedback / experience of Healthshare</b>  <b>Action: NP will investigate if Healthwatch Oxfordshire can provide further information about Healthshare</b></p>
8.	<p><b>What do we want to achieve at the PPPWO?</b></p> <p>GS explained that there has been discussion at the Locality Forum Chairs' meeting about the purpose of the Locality Forums, that they provide a connection with local people and their experiences, and that patients want to be seen quickly and effectively. The Locality Forum Chairs want to achieve a patient centric NHS and he would like to see PPPWO using the knowledge of patients in West Oxfordshire to work towards a patient centric NHS.</p> <p>FC provided a written update: My top priority – to hear locality patient voice and represent to OCCG.</p> <p>The group expressed their views that:</p> <ul style="list-style-type: none"> <li>• We want to use patient voice not only to inform but to influence.</li> <li>• We want to contribute suggestions to support patients and the NHS</li> <li>• We want to have a unified effort to promote the positive aspects of change</li> <li>• We want positive ideas that are shared both up and down (<i>between OCCG and the PPGs</i>)</li> <li>• We want to feel that the good ideas that patients have are listened to</li> </ul> <p><b>Action: NP to record the PPPWO group's view of their purpose as a summary</b></p>
9.	<p><b>Social Prescribing Update</b></p> <p>FC provided a written update: Still waiting for outcome of bid to determine the scale of the service. The project group is laying foundations.</p>
10.	<p><b>Report on Dementia Action Week</b></p> <p>BC told the group that Dementia Action Week was very successful in Witney</p> <p><b>Action: NP to forward the summary about Dementia Action Week that has been circulated by the organisers</b></p>
11.	<p><b>Involving PPGs in Physical Activity</b></p>

	This item was not discussed
12.	<p><b>PPG Awareness Week</b></p> <p>Awareness raising was identified by the group as being needed at all levels</p>
13.	<p><b>NHS at 70</b></p> <p>The group discussed the NHS birthday; the actual date is 5<sup>th</sup> July though it is being celebrated on different dates. MR told the group that on 5<sup>th</sup> July there will be tea parties at Witney hospital for staff and patients. At Windrush Health Centre 9.30 – 12.30 on 7<sup>th</sup> July there will be a Big Birthday Coffee Morning which will be promoted locally</p>
14.	<p><b>Urgent Treatment Centre, Witney</b></p> <p>MR: One of highest priorities in locality plan – wants patient view to be included in plan / MR wants to ensure has patient backing MR understands it will be an expansion GS need to ensure are getting an enhanced not a reduced service PB no detail but plan already agreed.</p> <p>FC provided a written update: West GP group to review recent urgent care data to inform priorities</p>
15.	<p><b>Sharing of email addresses</b></p> <p>The group expressed the wish to receive information from Healthwatch Oxfordshire using an open email group rather than the bcc function. They want to be able to reply to each other and are happy to share their email addresses with each other. The group also considered the option of agreeing to share with each other and still be bcc'd by Healthwatch Oxfordshire</p> <p><b>Action: NP will consider the request to correspond in an open email group and seek advice from Healthwatch Oxfordshire colleagues</b></p>
16.	<p><b>Governor updates</b> <b>OUHT</b> No update is available</p> <p><b>Oxford Health</b> Nominations are being sought for a governor vacancy / GS is keen to have representation from the West Oxfordshire. MR cautioned that the role is a big commitment.</p> <p>MR reported to the group: Seven new Governors were voted in at the last election and are just having their induction. Topics being raised at the Council of Governors' meeting this week include</p> <ul style="list-style-type: none"> <li>• work on the need for NHS computing systems to be inter-operable (ie talk to each other);</li> <li>• working more closely with the GP Federations;</li> <li>• staff retention and recruitment – difficulties across all of Oxfordshire not just OH;</li> <li>• a Healthfest to be held at the Warneford in September;</li> <li>• a reduction in the waiting times for CBT (Cognitive Behaviour Therapy) which at one stage was around 12 months but is now around 12 weeks;</li> </ul>

	The results of the recent CQC inspection have not yet been published
17.	<p><b>PPG updates</b></p> <p><b>GS The Nuffield Practice</b> There has been no PPG meeting to report The practice is working on making a new website</p> <p><b>RT Eynsham Medical Group</b> There has been no PPG meeting to report The PPG has been working on mental health in young people. The practice has been talking to Bartholomews School and wanted to conduct a survey.</p> <p><b>MR Windrush</b></p> <ul style="list-style-type: none"> <li>• The PPG is planning the NHS 70<sup>th</sup> birthday coffee morning</li> <li>• They are pursuing prescribing issues especially getting unwanted items along with repeat prescriptions causing waste</li> <li>• Their Summer newsletter has been published</li> </ul> <p><b>PH Burford</b></p> <ul style="list-style-type: none"> <li>• The PPG has raised some money and bought 3 centrifuges as bloods were taking too long to get to hospital affecting potassium analysis</li> <li>• They are trying to raise money for patient couches as current ones are fixed and can't be lowered/raised</li> <li>• They have helped the surgery to source services to improve the entry to the surgery</li> </ul> <p><b>BC Cogges</b> The extension is finished</p> <p>The Deer Park Campaign Group has had a good meeting with OCCG. A meeting is planned involving all stakeholders including planning.</p>
18.	<p><b>Healthwatch Oxfordshire update</b></p> <p>As report circulated</p>
19.	<p><b>AOB and date of next meeting</b></p> <p>BC highlighted an issue about a school having no policy that supports a five year old needing diabetes checks in a school which is currently being done by a teacher</p> <p>JW told the group that 'Commitment to Carers' has been launched and has been signed up to by major health organisations, the hospitals, OCCG and Oxfordshire County Council. It is a commitment to how carers are treated and recognised and the need for training. There is a summary page with a more detailed document. <a href="https://healthwatchoxfordshire.co.uk/news/events-to-mark-carers-week/">https://healthwatchoxfordshire.co.uk/news/events-to-mark-carers-week/</a></p> <p>GS: EMIS patient access software has been updated which has caused problems.</p> <p>NP asked group members to forward examples of good work for the Healthwatch Oxfordshire PPG web resource</p> <p>Future Meetings to be held at WODC Wood Green:</p>

	<ul style="list-style-type: none"><li>• Tues 10 July 2-4. Room 2</li><li>• Tues 7 Aug 10-12. Room 1</li><li>• Tues 11 Sep 2-4. Room 2</li><li>• Tues 9 Oct 10-12. Room 2</li><li>• Tues 13 Nov 2-4. Room 2.</li><li>• Tues 11 Dec 10-12. Room 1.</li></ul>
	<p><b>Summary of Actions</b></p> <p><b>Item 2: JWi will send a link to the JSNA to NP to circulate to the group</b></p> <p><b>Item 2: The group will research potential locations for the event</b></p> <p><b>Item 2: JWi offered to put together an outline plan for the event for discussion at the next PPPWO meeting</b></p> <p><b>Item 7: RT will forward the example about Healthshare delay to GS to take forward to the next CCG Chairs meeting</b></p> <p><b>Item 7: The group will ask their PPGs to ask for their feedback / experience of Healthshare</b></p> <p><b>Item 7: NP will investigate if Healthwatch Oxfordshire can provide further information about Healthshare</b></p> <p><b>Item 8: NP to record the PPPWO group's view of their purpose as a summary</b></p> <p><b>Item 10: NP to forward the summary about Dementia Action Week that has been circulated by the organisers</b></p> <p><b>Item 15: NP will consider the request to correspond in an open email group and seek advice from Healthwatch Oxfordshire colleagues</b></p>