

**Minutes. PPPWO**

**8<sup>th</sup> January 2019, 2.00pm – 4.00pm. WODC, Woodgreen**

<b>Present</b>	<b>Name</b>		<b>Organisation / LF</b>
	Graham Shelton	GS	Nuffield
	Brenda Churchill	BC	Cogges
	Fergus Campbell	FC	Oxfordshire CCG
	Jane Southworth	JS	Deer Park Campaign & Cogges Patient
	Roy Thomas	RT	Eynsham
	Judith Wardle	JW	Carers Oxfordshire / Age UK
	Kathy Broughton	KB	Charlbury Town Council
	Heather McCulloch	HMc	WODC
	Emma Teasdale	ET	Healthwatch Oxfordshire (minutes)

1.	<p><b>Introductions</b></p> <p>GS welcomed all members to the meeting and wished everyone a Happy New Year.</p>
2.	<p><b>Apologies</b></p> <p>Jacqueline Wright  Maddy Radburn  Dr John Simpson  Jan Cottle  Mark Booty  Peter Branson  Dr Amar Latif  Jeanette Baker  Sue Smith</p>
3.	<p><b>Declarations of interest</b></p> <p>None.</p>
4.	<p><b>Minutes of last meeting</b></p> <p>Item 4:  ET to rearrange PPPWO Meeting dates and times with WODC.  GS to investigate as Governor the possibility of screens in hospital waiting rooms.</p> <p>Item 5:  ET to rearrange PPPWO Meeting dates and times with WODC.</p> <p>Item 6:  ET send link to all PPPWO members for Older People’s Strategy Consultation.  FC to send ET Rachel Pirie details.  ET to email Rachel with an invitation to come to the PPPWO meeting in Jan 19.  JWr to send Age UK Gloucestershire report to ET.</p> <p>Item 7:  FC to invite Dr Amar Latif, Margaret Melling and Merlyn Mistry to the January 2019 PPPWO steering group to discuss the profile and actions as a result.</p> <p>Item 8: FC welcomed the comments and asked for further feedback via him as soon as possible. RT suggested that the waiting list has gone up again despite use of locums. A Healthshare practitioner he had seen was concerned that self-referral may miss certain conditions. Other members related experiences of physios successfully identifying underlying issues. FC advised that all patients continue to be triaged, including self-referred.</p> <p>Item 11:  FC to send ET the link for the Oxfordshire Growth Board:  <a href="https://www.oxfordshiregrowthboard.org/">https://www.oxfordshiregrowthboard.org/</a></p> <p>GS to send JW a planning policy for parish councils.</p> <p><b>Actions still outstanding</b></p>

	<p><b>Item 4:</b>  <b>GS to investigate as Governor the possibility of screens in hospital waiting rooms.</b></p> <p><b>Item 6:</b>  <b>ET to email JW regarding the Gloucestershire report.</b></p> <p><b>Item 11:</b>  <b>GS to send JW a planning policy for parish councils.</b></p>
<p>5.</p>	<p><b>Matters arising</b></p> <p>ET contacted Rachel Pirie regarding attending today's PPPWO meeting – sadly she could not attend but sent an email which ET read out:          “The draft older people’s strategy is out for consultation at the moment and we really welcome all feedback. Please encourage meeting attendees to have a look at the draft and if they have time to share their comments with us, we would be most grateful.</p> <p><a href="https://consult.oxfordshireccg.nhs.uk/consult.ti/OPLLLB/consultationHome">https://consult.oxfordshireccg.nhs.uk/consult.ti/OPLLLB/consultationHome</a></p> <p>The next phase is to design the delivery plan to support this strategy. This is a really important piece of work to bring the strategy to life and deliver real opportunities for older people. We intend to continue the co-production approach which proved so productive and thought provoking during the drafting phase, bringing together 4 working groups following the themes identified in the strategy:</p> <ul style="list-style-type: none"> <li>- Loneliness and isolation</li> <li>- Keeping active and healthy</li> <li>- Access to services</li> <li>- Planning &amp; lifestyle</li> </ul> <p>If there are people with a particular interest in supporting the delivery plan for any of the above areas, I would be very interested in hearing from them.”</p> <p><b>Action</b>  <b>ET to email Rachel Pirie to confirm date of next meeting.</b></p>
<p>6.</p>	<p><b>Role of patients in co-production of health policy in Oxfordshire in general and West Oxfordshire in particular</b></p> <p>It was asked what definition of co-production was being used. GS is using in the context of not just the authorities making decisions around planning but involving people on the ground level.</p> <p>On the back of co-production JW asked FC reference the cut in funding for mental health. The County Council consultation that members of the public were invited to respond to closed on 6<sup>th</sup> January 2019. As there is a pool budget between County Council and CCG. If one side cuts the budget how does it affect the other? FC reported that OCC have now withdrawn the proposed cut to Mental Health services, there is no further requirement for follow up.</p> <p>At the last Locality Forum Chair meeting it was decided to hold a Locality Forum Chair and CCG workshop to look at what co-production will mean. GS wants to take ideas from PPPWO members.</p> <p>KB mentioned a document from 2003 that states patients/users of service must be involved when there is a significant change in service i.e. planning, closing of service, MSK etc.          JS to send a copy of the document from NHS England with meaning of co-production to GS.</p>

	<p>FC provided the following links</p> <ul style="list-style-type: none"> <li>• <a href="#">Cover report (recommendation to H&amp;W Board)</a></li> <li>• <a href="#">Planning for Future Population Health and Care Needs</a></li> <li>• <a href="#">Appendix 1 Proposal for a framework approach</a></li> </ul> <p>A reminder was given to the group by JW that the CCG used to have a Patient Advisory Group for things that went wrong. FC to ask if there are any current patient advisory groups currently running.</p> <p>HMc reiterated that the engagement of patients is difficult as it is a scientific business. Whether it is co-production or just talking about engaging with people. For example: at the Witney event held last year, it showed that there weren't enough people there or enough time to, not enough capacity or enough science behind the way we engage with people with the questions that we have.</p> <p>GS Summarised that PPPWO are surrounded by District Council, County Council, OCCG, Schools, we need to get them together.</p> <p>It was asked by JS if people were commissioned to go into surgery waiting rooms and asking patients questions. A reply was that some PPGs already do this also the National Association of Patient Participation (NAPP) groups have several surgeries as their reference group to which they send questionnaires out on regular basis, but concern is that no results are seen. FC explained that having done this type of thing in a different field one of the challenges is that is it an expensive thing to do and that to get statistical answer for a yes/no questions requires a lot of input.</p> <p>The group then discussed other ways of communicating with patients, surgery websites, patient notice boards, an expensive route is through the surgery by a letter. RT commented Eynsham PPG sent messages by text, which sparked a discussion that not everyone has a mobile. The consensus seemed to be that it would be a good way to target a lot of people. GS asked PPPWO members to think about "What would we like to do in the next year?" "What can we actually do?" and bring ideas to the March.</p> <p>JS left the meeting 3.11pm</p> <p><b>Action</b>  <b>JS to send GS a copy of document from NHS England.</b>  <b>FC to ask if there are any current patient advisory groups currently running.</b>  <b>FC to send link to ET of framework including everyone for future need.</b>  <b>PPPWO members to think about the above questions and come back to the March meeting with ideas.</b></p>
7.	<p><b>NHS Long-term Plan</b>  <a href="http://www.nhs.longtermplan.nhs.uk">http://www.nhs.longtermplan.nhs.uk</a></p> <p>There was concern that the plan doesn't seem to have included patients input which was. JW to check organisations who potentially would have been involved. This is an accurate record of the meeting. However, the discussion didn't consider the published report of the engagement carried out:  <a href="https://www.longtermplan.nhs.uk/about/helping-develop-the-nhs-long-term-plan/">https://www.longtermplan.nhs.uk/about/helping-develop-the-nhs-long-term-plan/</a> It would be worth reading that first.</p> <p><b>Action</b>  <b>JW to check organisations who potentially would have been involved, to see if they have had any input.</b></p>

8.	<p><b>Healthshare update</b></p> <p>FC reported that the comments given by PPPWO members regarding the early draft leaflets have been warmly received. The points made have been taken on board, there is now a thorough rewrite, rethink about the leaflets. The heart of the point of the leaflets was flagging up the imminent law to the self-referral route into the MSK? Pathway. The proposed date to start very quietly is the 1<sup>st</sup> February 2019 to test out the system once bedded in after a few months the publicity will be pushed, and it will be widely publicised. Funding of staff and the service is in place. Reported waiting times are gradually reducing. FC again reiterated that the positive engagement from PPPWO has been gratefully received.</p>
9.	<p><b>Governor updates</b></p> <p><b>a) OUHT</b>          Professor Jonathan Montgomery has been appointed as the new Chair of Oxford University Hospitals NHS Trust and will take up the role in March 2019. Professor Montgomery has also been awarded a Knighthood in the New Years Honours List for Services to Bioethics and Healthcare Law.</p> <p>Professor Meghana Pandit started on Wednesday 2<sup>nd</sup> January 2019 at the Oxford University Hospital Trust's new Medical Director.</p> <p><b>b) Oxford Health</b>          Nothing to report</p>
10.	<p><b>Updates from PPGs</b></p> <p>HMc left the meeting 3.25pm</p> <p>RT: Eynsham Medical Group. The last PPG meeting has been delayed until 11<sup>th</sup> January. One thing that has been noted is that on EMIS, the partners have decided due to the internal system are not robust enough to cope under the new GDPR rules, patients can no longer see their documents. This does not affect test results. This action is being investigated. The Practice are recommending patients ask when attending hospital appointments, for a copy of the letter being sent to the GP also be sent to them directly.</p> <p>New system being trialled – send blood pressure readings /</p> <p>KB: Charlbury PPG Advisor. An open day on is being held at the surgery on the 19<sup>th</sup> January to talk about the services the practice offer. The PPG doesn't currently have a Chair.</p> <p>GS: The Nuffield Practice. The PPG meeting is due to meet on 15<sup>th</sup> January. The Practices' new website is up and running, the new patient leaflets are in progress, as is working with young people.</p> <p>BC: Cogges Surgery. BC attended a workshop regarding discussing GP Practices who are in trouble and may have to close. The idea of the workshop was to offer guidance and procedures to be followed. The PPG meeting that was due to be held on the 12<sup>th</sup> December was postponed due to still waiting from results about Cogges changes, the next meeting is due on 15<sup>th</sup> January. Information is now being put up on the PPG notice board following an anonymous complaint. Cogges now have 3 GP partners.</p>
11.	<p><b>Plans for 2019</b></p> <p>Patient engagement and involvement</p>

	<p>Merlyn Mistry is keen to work with PPPWO in 2019, involving patients. GS to speak to Merlyn regarding putting together a task group meeting in Feb to discuss. FC to check Dr Amar Latif to see if he could attend this meeting.</p> <p><b>Action</b>  <b>GS to contact Merlyn re task group meeting, potential dates 4th or 7th February.</b>  <b>FC to check with Dr Amar Latif to see if he could attend this meeting.</b>  <b>BC to arrange to use a room in the Town Hall once a date has been decided.</b></p>
12.	<p><b>Healthwatch</b></p> <p>A reminder regarding the two PPG Forum Events in January.</p>
13.	<p><b>AOB</b></p> <p>An update from JW, Age UK work with OUH to facilitate people being able to get out of hospital to rather than them being stuck in a bed, by asking a series of questions to help with any support needed. This work has now been expanded to the Horton Hospital.</p> <p>TA updated the meeting that CA have gone “live” with Broadshires this month in the West. No referrals have been taken yet. She will give an update at next month’s PPPWO meeting.</p> <p>Meeting dates for 2019          Tuesday 8th January 2.00pm – 4.00pm          Tuesday 12th March 10.00am – 12.00pm          Tuesday 14th May 2.00pm – 4.00pm          Tuesday 9th July 10.00am – 12.00pm          Tuesday 10th September 2.00pm – 4.00pm          Tuesday 12th November 10.00am – 12.00pm</p>

	<p><b>Summary of Actions</b></p> <p><b>Actions still outstanding</b></p> <p><b>Item 4:</b>  <b>GS to investigate as Governor the possibility of screens in hospital waiting rooms.</b></p> <p><b>Item 6:</b>  <b>ET to email JW regarding the Gloucestershire report</b></p> <p><b>Item 11:</b>  <b>GS to send JW a planning policy for parish councils.</b></p> <p><b>Action</b></p> <p><b>Item 5:</b>  <b>ET to email Rachel Pirie to confirm date of next meeting.</b></p> <p><b>Item 6:</b>  <b>FC to investigate about cuts to Mental Health Budget.</b>  <b>JS to send GS a copy of document from NHS England.</b>  <b>FC to ask if there are any current patient advisory groups currently running.</b>  <b>FC to send link to ET of framework including everyone for future need.</b>  <b>PPPWO members to think about the above questions and come back to the March meeting with ideas.</b></p>
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**Item 11:**

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**FC to check with Dr Amar Latif to see if he could attend this meeting.**

**BC to arrange to use a room in the Town Hall once a date has been decided.**