

**Minutes. PPPWO**

**12<sup>th</sup> March 2019, 10am – 12pm.** WODC, Woodgreen

<b>Present</b>	<b>Name</b>		<b>Organisation / LF</b>
	Merlyn Mistry	MM	Public Health OCC
	Jacqueline Wright	JWr	WODC
	Madelaine Radburn	MR	Windrush PPG / Oxford Health Governor
	Brenda Churchill	BC	Cogges PPG / Deer Park Campaign Group
	Jane Southworth	JS	Cogges Patient / Deer Park Campaign Group
	Lisa Harle-Ward	LHW	Oxfordshire Mind
	Peter Branson	PB	West Oxfordshire MS Group /Chipping Norton PPG
	Graham Shelton	GS	Nuffield PPG
	Emma Teasdale	EJT	Healthwatch Oxfordshire (minutes)
	Frances Ashworth	FA	Rethink Mental Illness
	Rachel Pirie	RP	OCC / OCCG
	Sue Smith	SS	Charlbury PPG
	Judith Wardle	JW	Action for Carers/ Age UK Oxon
	Jan Cottle	JC	Action for Carers / Chipping Norton PPG
	Fergus Campbell	FC	OCCG
	Jeanette Baker	JB	WODC

1.	<p><b>Welcome Introductions and Apologies</b>  GS welcomed everyone to the meeting, all members including visitors introduced themselves.</p> <p><b>Apologies</b>  Roy Thomas  Kathy Broughton  Teresa Archer</p>
2.	<p><b>Declarations of interest</b></p> <p>GS is a Governor of OUHT</p>
3.	<p><b>Minutes of last meeting</b></p> <p>Item 6 – ET to send Gloucester report to all members – 13<sup>th</sup> March 2019</p>
4.	<p><b>Matters Arising</b></p> <p>None</p>
5.	<p><b>Older People’s Strategy – Rachel Pirie</b></p> <p>RP explained that the draft strategy has 4 priority themes contained within it; Physical and emotional health; Being part of a strong and dynamic community; Housing and the environment and Access to information and care and is entitled Living Longer, Living Better, it was shared with Health and Wellbeing Board in Nov 2018. Minor amendments were made following the consultation with the strategy is now with HAWB for final approval and to be signed off on 14<sup>th</sup> March 2019.</p> <p>RP encouraged PPPWO members to be involved in the next phase. The County Council, CCG and other representatives together with patients will concentrate on each of the 4 areas over the next 3 months, looking at what the themes mean, the outcomes and outputs, what they currently look like, how they currently measure and the aspiration over the next 5 years which is the life of the strategy, and finally the financial aspect; how money is currently spent and whether it is being spent in the right place. The working group will be led by: Public Health who will focus on Physical and emotional health; Age UK will take the lead on Strong and dynamic community; District Council representatives and Oxfordshire County Council Housing representatives will look at Housing and Environment and finally OCC will take the lead with the group looking at Access to information and care. The implementation plan following the next phase will be written in 3 months with final sign off due from the HAWB September 2019. Members asked for information on each of the areas and what was involved in being involved to be provided by RP. ET to circulate.</p> <p>BC reported that she attended a forum for Parish Councils for larger town councils where it was identified that West Oxfordshire has a higher proportion of Alzheimer’s than other District Councils it is unsure as to whether this is due to Witney also having a large proportion of care homes. RP was aware about the Alzheimer’s but not about the care homes and feels that it could be useful for delivering other parts of the strategy</p> <p>Question was raised about the timescales for the all the other pieces of work that sit under the Health and Wellbeing Board. Integrated system delivery board. RP replied that she will investigate and forward any information to ET.</p> <p>RP will attend next meeting.</p>

	<p><b>Action</b>  <b>ET to circulate information on each of the 4 areas once provided by RP.</b>  <b>RP to provide timescales for delivery</b></p>
<p>6.</p>	<p><b>Oxfordshire Mind – Lisa Harle-Ward</b></p> <p>LHW introduced herself as the Locality Manager for Wellbeing Services for Cherwell and West, The Wellbeing service offer peer support groups, short courses and an information service to 16+. A Coordinator for Children and Young person has recently been appointed. She explained how she has found it difficult to engage with care homes to explain what mind do and what they could bring to older adult groups.</p> <p>LHW also gave an overview to some of the work that Mind undertakes:</p> <ul style="list-style-type: none"> <li>• A new primary care project like the Social Prescribing one offered by Citizens Advice, has been set up specifically for the South and City areas of the County, working in GP surgeries working with patients with non-clinical issues such as loneliness.</li> <li>• The Oxford Safehaven Project has been running for 6 months and has just received a further 6 months funding. This is for people who are in mental health crisis. The clinic runs are Manzil Way Health Centre, users can contact the service and attend between 6 and 10 Fri, Sat, Sun. It has been used by more than 500 people in first 6 months.</li> <li>• Transitional housing service working alongside Response offering supported housing for up to 2 years for people leaving acute services.</li> <li>• Delivering MHFA training.</li> </ul> <p>JB expressed an interest in meeting up with LHW and JWr to discuss working together.</p>
<p>7.</p>	<p><b>Primary Care Networks and new GP contract</b></p> <p>FC provided a copy of the Primary Care Networks and new GP contract - Mar 19 which included the press release. Discussion are still being held regarding the PCNs within the PPPWO locality but will probably be kept as they are currently in their neighbourhoods, the Witney practices and Eynsham; and Burford, Bampton and Broadshires being a wider rural network. The networks will PCNs will deliver a shared contract to be able to offer services to all patients within its network.</p> <p>GS asked How patients are inputting in shaping PCNs?  FC replied that as networks form and emerge PPGs should be asking practices how to feed through the information. PB explained that at CNHC in NOLF he is contacting rural PPGs to specifically discuss PCNs and ensuring practices are involved enabling them to be able to tap into the funding that will be available.</p> <p><b>ACTION</b>  <b>All PPG representative within PPPWO to ask at PPG meetings how patients voice will be heard in shaping PCNs.</b></p>
<p>8.</p>	<p><b>West locality plan refresh</b></p> <p>FC provided a copy of the West locality plan refresh, explaining that a full rewrite wasn't required due to only minor data changes having been made. The progress and potential outcomes are listed, many of which will be delivered by PCNs. Any comments or queries to be made directly to FC within the next two weeks. BC expressed a concern that the refresh should go to HOSC, FC to investigate</p> <p><b>ACTION</b>  <b>PPPWO members to share the Locality refresh with PPGs.</b>  <b>PPPWO members to contact FC directly with any comments or queries regarding the West Locality refresh.</b></p>

	<b>FC to investigate whether West Locality plan refresh will go to HOSC.</b>
9.	<p><b>OCC/WODC co-production</b></p> <p>MM explained that following the PPPWO/Public Health event last October a meeting took place to discuss coproduction, it was felt that it should be to enable creating healthy communities to encourage a better quality of life. A place-based approach to “Health” should be the whole of West Oxfordshire using united planning as opposed to specific towns, providing a community-based hub for a focus on prevention. JWr commented that a community led approach may serve better, looking at the current strengths and needs and the gaps that need filling.</p> <p><b>ACTION</b>  <b>PPPWO members to bring back comments to the next meeting on how to move forward with coproduction.</b></p>
10.	<p><b>Healthshare Update</b></p> <p>FC informed the group that Healthshare launched an online self-referral service in February.</p>
11.	<p><b>Governor updates</b></p> <p><b>a. OUHT</b>  The Governors are actively involved over concern regarding the PET-CT-SCAN and the plan to outsource. GS asked about patients engaging with NHS England? FC explained that the NHS England website has more information about NHS England’s patient engagement <a href="https://www.england.nhs.uk/participation/get-involved/how/">https://www.england.nhs.uk/participation/get-involved/how/</a> to find out more follow the choices found on the left-hand side of the page.</p> <p>BC left the meeting at 12pm</p> <p><b>b. Oxford Health</b>  MR reported that the Governors are specifically focusing on:</p> <ul style="list-style-type: none"> <li>• Financial restrictions; including the reduction in funding proposed by the County Council (currently stated to be £600 k less over 2020-22).</li> <li>• The need for improvements to the mental health Night team service.</li> <li>• The major problems relating to recruitment and retention of staff in Oxford.</li> <li>• Serious incidents, and the major issues relating to attempted suicide in the mental health sector.</li> <li>• Community services are doing relatively well, although staffing is still an issue county-wide; hospital cafes have closed.</li> <li>• Looking toward an event in Witney highlighting mental health / social media issues.</li> </ul>
12.	<p><b>Updates from PPGs</b></p> <p><b>SS – The Charlbury Medical Centre:</b>  Charlbury is now an all-female GP practice since Dr Helen Bayliss retired in January 2019 following working at the practice for 30+ years and 2 new part time GPs were recruited. PPG annual report, 3 new people have expressed an interest in joining the PPG.</p> <p><b>MR - Windrush Surgery:</b>  PPG meets every six weeks and recent developments include:</p> <ul style="list-style-type: none"> <li>• We are now producing the leaflet which new patients receive when they join the Practice;</li> <li>• We met with Robert Courts and are highlighting to him the issues of waste medication; on-line pharmacies and GPs; cuts in social service provision; confusion on prescriptions; statistics for statistics’ sake; returning hospital equipment.</li> </ul>

	<ul style="list-style-type: none"> <li>• Our Facebook page is going well – there were 2,935 views of our feature on the wheelchair stolen from our practice; (the wheelchair has returned though!).</li> <li>• Virtual Patient Group: our bulletins are celebrating their third anniversary this week and are issued about once a fortnight; we get good feedback from the patients from this.</li> <li>• Ear syringing: our Practice has withdrawn this service: we are keen to know what is happening in other local practices please.</li> <li>• Our Annual PPG meeting is being held at the end of March when our speakers will include the lead GP, the Practice Manager and one of the Practice Nurses describing her role. There will also be an up-date on the PPG's own activities in the last year.</li> </ul>
13.	<p><b>Healthwatch</b></p> <p>ET gave a brief update following the success of the two Healthwatch Oxfordshire PPG Forums that were held in January one in the North of the County and one in the South. 108 people showed interest in attending the forum this included representation from 34 practices, all 6 localities were represented. There will be future events based on feedback provided.</p>
14.	<p><b>AOB</b></p> <p>Roy Thomas (not present) emailed a concern that the under the new Patient Access System, patients should be able to access their own records including seeing copies of letters from hospitals that have been sent to their GP. Eynsham Practice have taken the decision to not allowing patients to view records quoting GDPR and that should a mistake arise with practice staff inputting information onto other patients' records, personal details could be seen. He asked for feedback from PPPWO members as to whether patients receiving their hospital letter, hospital receiving letters to</p>
	<p><b>Summary of Actions</b></p> <p><b>Actions still outstanding from previous minutes</b></p> <p><b>Item 3</b>  <b>ET to circulate the Gloucestershire report to all PPPWO members</b>  <b>JS to send copy of document from NHS England to GS</b></p> <p><b>Action</b></p> <p><b>Item 5:</b>  <b>ET to circulate information on each of the 4 areas once provided by RP.</b>  <b>RP to provide timescales for delivery.</b></p> <p><b>Item 7:</b>  <b>All PPG representative within PPPWO to ask at PPG meetings how patients voice will be heard in shaping PCNs.</b></p> <p><b>Item 8:</b>  <b>PPPWO members to share the Locality refresh with PPGs.</b>  <b>PPPWO members to contact FC directly with any comments or queries regarding the West Locality refresh.</b>  <b>FC to investigate whether West Locality plan refresh will go to HOSC.</b></p> <p><b>Item 9:</b>  <b>PPPWO members to bring back comments to the next meeting on how to move forward with coproduction.</b></p>