

# PPG Network Action Points

**Meeting:** PPG Network Meeting

**Date:** Friday 15 June 2018

**Time:** 2.00pm – 4.00pm

**Location:** Trades Club, Frenchgate, Doncaster, Room 9


**Members Present:** Norma Carr (NC) – Chair  
Sian Owen (SO)  
Chris Simmonds (CS)  
Geoffrey Johnson (GJ)  
Barbara Bell (BB)  
Chris James (CJ)  
John Finegold (JF)  
Judith Hickson (JH)

**Apologies:** Steve Lyons (SL)  
Stan Johnson (SJ)  
Ian Morris (IM)

**In Attendance:** Emily Green (EG) – Business Support Officer, Healthwatch Doncaster  
Andrew Goodall (AG) – Chief Operating Officer, Healthwatch Doncaster  
Katy Hyde (KH)  
Fiona Dudill (FD) – Citizens Panel  
James Scott (JS)

	<b>Agenda Item</b>	<b>Action</b>	<b>By</b>
1.	<b>Welcome Introductions Housekeeping</b>	NC welcomed everyone to the meeting and introductions were made.  NC welcomed Jon Finegold from Burnes Practice to the meeting.	
2.	<b>Apologies</b>	Steve Lyons (SL) Stan Johnson (SJ) Ian Morris (IM)	
3.	<b>Minutes of the last meeting and matters arising</b>	The minutes of the previous meeting held on 11 May 2018 were agreed and approved as a true/ reflective record by those present at the meeting.	

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4.	<b>Hospital Services Review update/ Integrated Care System</b>	<p>James Scott (JS) delivered a presentation on Hospital Services Review that identified the proposals for public engagement.</p> <p>There was a discussion around the major challenges NHS hospitals are facing and difficulties with workforce and quality and how this has a significant impact on the NHS. Solutions have been proposed to help approach these difficulties within hospitals.</p> <p>The network expressed the importance in addressing these proposals with NHS staff and patients before implementing them as changes will affect them. Another discussion was held around the amount of money available in the system to fund the proposals.</p> <p>FD gave an overview on 'Citizens Panel' and explained the group has been set up to allow people to voice their concerns and improving services relating to Hospital Services Review.</p> <p><b>Action:</b> The network agreed to invite JS to our January meeting and/or before consultation to provide an update on HSR. KH and FD will also attend a future meeting.</p> <p>Please see full presentation report attached for more information.</p> <div style="text-align: center;">  <p>2018-05-09 Slides for public engagem</p> </div>	
5.	<b>Healthwatch Doncaster update – Andrew Goodall</b>	<p>AG provided an update about Healthwatch Doncaster</p> <p><b>1. Appointment of Engagement Team Manager</b>          Jill Telford has been appointed as the Engagement Team Manager for Healthwatch Doncaster. Jill has extensive experience of working in the NHS in Children's and Families services and is currently Children's Continuing Health Care Nurse Assessor working for NHS Doncaster CCG. Jill is interested to be involved in current engagement projects and groups as well as providing support for the engagement team. Jill has now started her role with Healthwatch Doncaster on Monday 11 June 2018.</p> <p><b>2. Micro-grants scheme 2018</b></p>	

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		<p>The 2018 Micro-grants scheme closed on 16 May 2018, 19 applications received. Evaluation of the applications took place on 31 May 2018. Opportunity to celebrate the scheme and the awards through press releases and a community learning event later in the year.</p> <p><b>3. Student Placements</b> Natalie Smith has now started a work placement at Healthwatch Doncaster and will be focusing on engagement and micro-grant scheme.</p>	
6.	<b>General Data Protection Regulations (GDPR)</b>	<p>GJ requested clarification on the new Data Protection Policy and whether publishing network meeting minutes on Healthwatch Doncaster (HWD) website will be breaching the system. AG explained HWD have re-written their Privacy Policy to link with the new GDPR system, contacts will now need to give consent to marketing but HWD will continue to publish all meeting minutes on their website as it does not include personal information. All HWD distribution lists are stored on a protected electronic system and cannot be accessed without a password.</p> <p>It was raised whether it was compulsory for the network to implement their own privacy policy, AG reassured the group to adhere to their own GP Practice's policy.</p>	
7	<b>PPG attendance at NHS Doncaster CCG's governing body</b>	<p>AG informed the network there is an opportunity to align conversations and discussions with NHS Doncaster CCG on focus areas discussed at Governing Body meetings – the topics for these areas are planned in advance and this would mean that the topic lead would be able to have a conversation with the PPG Network Group and then feed this into their presentation/discussion at Governing Body. NHS Doncaster CCG have agreed that this approach can be put in place from 1 September 2018 when they re-organise their dates/days for Governing Body meetings.</p>	

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		The network expressed they are happy to be involved and invite a representative from the governing body to a future meeting.	
8	<b>NHS 70th Birthday celebrations</b>	AG mentioned Healthwatch Doncaster have committed to work with and support NHS 70 <sup>th</sup> Birthday celebrations and will be attending the celebration held at RDaSH Tick hill Road site on 8 July 2018 by manning a stall. This may be an opportunity to showcase the network.	
9	<b>AOB</b>	The network agreed future meetings will start at 2.00pm and finish 4.00pm. Future meeting dates are: Friday 20 July 2018, 2.00pm – 4.00pm and Friday 31 August 2018, 2.00pm – 4.00pm.	
10	<b>Close</b>	Meeting closed at 4:00PM	