

# PPG Network Action Points

**Meeting:** PPG Network Meeting

**Date:** Friday 16 March 2018

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

**Members Present:** Norma Carr (NC) – Chair  
Curtis Henry (CH)  
Diana Foster (DF)  
John Burke (JB)  
Stan Johnson (SJ)  
Ian Morris (IM)  
Chris Simmonds (CS)  
Sian Owen (SO)  
Geoffrey Johnson (GJ)

**Apologies:** John Plant (JP)  
Frank Knapton (FK)  
Steve Lyons (SL)  
Judith Hickson (JH)  
Barbara Bell (BB)  
Kayleigh Wastnage (KW) – NHS Doncaster CCG Primary Care Team  
Andrew Goodall (AG) – Chief Operating Officer, Healthwatch Doncaster

**In Attendance:** Emily Green (EG) – Business Support Officer, Healthwatch Doncaster

	<b>Agenda Item</b>	<b>Action</b>	<b>By</b>
1.	<b>Welcome Introductions Housekeeping</b>	NC welcomed everyone to the meeting.	
2.	<b>Apologies</b>	John Plant (JP) Frank Knapton (FK) Steve Lyons (SL) Judith Hickson (JH) Barbara Bell (BB) Kayleigh Wastnage (KW) Andrew Goodall (AG)	
3.	<b>Minutes of the last meeting and matters arising</b>	Item 6 – GJ changed to BB regarding Doncaster Free Press approaching a member of the network.  <b>Matter arising:</b> Integrated Care Record – to be referred to a future meeting.	EG

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		<p><b>Action:</b> DF highlighted she is a member of the Citizens Panel and will present this at the next meeting as an agenda item.</p> <p>.</p>	
4.	<p><b>Healthwatch Doncaster update</b></p>	<p>CH gave an update on behalf of AG.</p> <p><b>1. Working with Primary Care</b> Healthwatch Doncaster have supported patient discussions and information sessions as part of on-going mergers between GP surgeries.</p> <p><b>2. Elective Care Development Collaborative – 100-day challenge</b> NHS Doncaster CCG and DBTH have been accepted on to NHS England’s 100-day challenge to make improvements to 3 specialty areas:</p> <ul style="list-style-type: none"> <li>• Ear, Nose and Throat (ENT)</li> <li>• Urology</li> <li>• Cardiology</li> </ul> <p>There is clear focus on involving people and patients in the changes to pathways to measure and qualify the improvement in quality.</p> <p>HWD will continue to work closely with the pathway groups to share information with local people and promote/support greater engagement and involvement of patients in improvement.</p> <p><b>3. Student Placements – Doncaster College</b> Healthwatch Doncaster have been assessed and approved as a placement provider for student placements from Doncaster College. Two students are from the Life Skills course – they have an interest in film, media and augmented reality. The first project will be developing a 90second film on “What is Healthwatch Doncaster”. One student is on an English Degree course and is interested in extended narratives, stories, experiences and presenting these in different ways using technology. Josh will be working on the Care and Support at Home project developing and implementing a project plan.</p> <p><b>Action:</b> The PPG Network proposed to invite the students to the next meeting.</p>	

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		<p><b>4. Winter Warmth</b> Public Health were offering grants of £500 to share and promote information on the Winter Warmth programme. HWD/Keeping Safe Forum were successful in this application and have been carrying out sessions in Community Libraries and groups to raise awareness of the programme.</p> <p><b>5. Care and Support at Home</b> Care and Support at Home has been identified as a project of interest by Healthwatch Doncaster volunteers. They are keen to find out the experience and quality of services received by local people. Sandie Hodson is developing a project plan for this piece of work and it will include opportunities for community engagement utilising key skills from the whole team.</p> <p><b>6. Hospital Services Review</b> The most recent workshop on the Hospital Services Review was held on 8 March 2018 at The Source in Sheffield. There was really representation from Doncaster at this event with many of the representatives coming from PPGs or HWD. <b>Action:</b> DF to update a full report at the next meeting</p> <p><b>7. YMCA Training Awards 2018</b> EG was awarded YMCA Training's Apprentice of the Year and HWD were awarded Employer of the Year as part of National Apprenticeship Week.</p>	
5.	<b>Carers update – Geoffrey Johnson</b>	<p>GJ updated the group on the carers event he helped to organise within his practice that was aimed to support Carers Day. Overall it was highly successful event, registering an additional 14 patients with the practice.</p> <p><b>Emergency Carers Card Scheme -</b> GJ also highlighted that the scheme is now not taking new referrals but will continue to assist existing clients on the scheme.</p>	

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6.	<b>AOB</b>	<p><b>Doncaster Free Press</b>            After a discussion, the PPG Network came to a final decision to not invite a representative from Doncaster Free Press to a future meeting but agreed in principle to use the opportunity to explain the purpose of the PPG network through a press realise.  <b>Action:</b> CH, NC and SL to devise a press realise on purpose/function of PPG Network and bring to next meeting.</p> <p><b>Expense claim forms</b>            CH made the network aware a form is available for members to complete and claim their expenses through HWD. Network members are to email EG if they require a form.</p> <p>NC made the network aware that her practice will be taking part in celebrating NHS'S 70<sup>TH</sup> Birthday.</p>	CH, NC, SL
7.	<b>Close</b>	Meeting closed at 3.30PM	