

Minutes

PPI Committee

Thursday 29th March 2018, Meeting Room 1, Arnold Civic Centre

Present:

Janet Champion (JC) (Chair)	PPI Lay Member, NNE Governing Body
Deborah Bellamy (DB)	Patient and Public Representative
Sharon Bentley (SB)	Patient and Public Representative
Hazel Buchanan (HB)	NNE Director of Operations
Francis Henman (FH)	Patient and Public Representative
Mariea Kennedy (MK)	PALS officer (<i>deputised on behalf of Helen Horsfield</i>)

In Attendance:

Nikki Biddlestone (NB)	Patient and Public Involvement Manager
Louisa Hall (LH)	Corporate Admin Officer

Apologies:

Sharon Pickett (SP)	Deputy Chief Officer
Helen Horsfield (HH)	Complaints Manager
Terry Lock (TL)	Park House PPG
Elaine Maddock (EM)	Governing Body GP Representative
Kathryn Sanderson (KS)	Patient and Public Representative

Cumulative Record of Members Attendance (2017/18)

Name	Possible	Actual	Name	Possible	Actual
Deborah Bellamy	6	5	Terry Lock	6	5
Sharon Bentley	6	6	Elaine Maddock	6	4
Hazel Buchanan	6	5	Sharon Pickett	6	3
Janet Champion	6	6	Kathryn Sanderson	6	2
Francis Henman	6	6			
Helen Horsfield	6	6(2x deputy)			

Item		Action
PPI 18/010	<p><u>Welcome and Apologies</u></p> <p>Janet Champion (JC) welcomed the group. Apologies were noted above.</p> <p>Quoracy was confirmed.</p>	
PPI 18/011	<p><u>Declarations of Interest</u></p> <p>The Chair reminded committee members of their obligation to declare any interests they may have on any issues arising at PPI Committee meetings which might conflict with the business of the CCG.</p>	

	<p>Declarations of the Patient Participation Involvement Committee were listed in the CCG's Register of Interests. JC noted that the Register was available either via the secretary to the PPI Committee or the CCG website at the following link:</p> <p>http://www.nottinghamnortheastccg.nhs.uk/contact-us/freedom-of-information/conflicts-of-interest/</p> <p>No Declarations of Interest were made in relation to the agenda.</p>	
<p>PPI 18/012</p>	<p><u>Minutes and Actions from previous meeting 09.01.2018</u></p> <p>The minutes of the meeting held on 9th January 2018 were checked and approved as a true and accurate record with one minor amendment to accuracy.</p> <p>Hazel Buchanan (HB) provided a brief update on the previous meetings agenda item PPI 18/004 (Urgent Care): It was advised that since presenting to the Committee, the timescales have now changed. It is hoped that implementation will be from October; therefore, engagement will take place in Summer and is most likely to return to the Committee for further comment.</p> <p>The Committee acknowledged the update.</p>	
<p>PPI 18/013</p>	<p><u>Financial Recovery Schemes</u></p> <p>The Committee were informed about some the potential financial recovery schemes for 2918/19. Nikki Biddlestone (NB) introduced the following:</p> <p>Gluten free: Current models were explained including the difference between the approach towards Gluten Free for the City CCG and south Notts CCGs. A consultation was held in 2017 in south Nottinghamshire on reducing what was available on prescription. Limit was at 8 with flour only; this was then lowered to 4. NB advised that this was shared with everyone and lots of engagement completed. The Committee discussed the options and reflected on the outcomes of the reduction in south Nottinghamshire including that not all Coeliac patients received food on prescription.</p> <p>It was suggested that demonstrating the costs to patients could be worthwhile as this is circa £245, 000 in the area. Francis Henman (FH) advised of the health risks caused by gluten if diagnosed as a Coeliac; however this was compared to other patients such as Diabetics who have to have more education about lifestyle and health.</p> <p>Over The Counter (OTC): HB advised that similar engagement was carried out with OTC. Follow up work is going to include an extended list along with reinforcing self-care. Engagement will happen again in the near future.</p>	

	<p><u>Weight management</u>: This is community based from either self-referral or by GP. HB advised that from the 1st of April, there will no longer be a service in place for Tier 3. HB explained the tiers of the weight management to the Committee including the tiers which the Local Authority commission. It was highlighted that the CCG usually commission Tiers 3 and 4.</p> <p>The Committee was advised that there are currently eight options being considered on which to do some engagement for tiers 3 and 4. HB explained the potential options currently ranged from keeping the same services to decommissioning elements of tier 3 and/or 4.</p> <p>It was added that patients have now received letters confirming they will not receive Tier 3 service as this has not been recommissioned.</p> <p>Mariea Kennedy added that Bassetlaw CCG paused their services and patients are now coming to NNE CCG.</p> <p><u>Fit for surgery</u>: it was advised that this scheme is now on hold as well as the minimum wait time proposal.</p> <p>The Committee was advised that the total savings for 2018/19 across the 4 CCGs are £52.5 million (5.2%). Higher target than 17/18. Plans have been developed to find up to 83% of this total with schemes risks assessed schemes on whether they are achievable.</p>	
<p>PPI 18/014</p>	<p><u>Let's Talk Campaign</u></p> <p>Antonia Smith (AS) introduced the Let's Talk Campaign to the Committee.</p> <p>The Let's talk campaign is linked to the Financial Recovery Group programme. A number of services which will be looked at and some engagement with patients and public across Greater Nottingham will be completed.</p> <p>AS explained the approach is an overarching campaign. The idea was for a communications launch at the same time as the potential schemes, however, this will go out earlier to prepare the public for the schemes that the CCG would be covering. This would be one campaign to be branded over all the generic services.</p> <p>AS invited the Committee to feedback on key messages, including the current financial pressures and how to support local NHS and work more efficiently with limited resources.</p> <p>Janet Champion (JC) questioned the language over "prioritising services which are most effective". SP added that the need will be to look at value for money but agreed that some wording could be seen as inflammatory so would need changing.</p> <p>A discussion was held around the key messages of the campaign; value for money, aligning services with the best outcomes and quality for patients.</p> <p>AS added that different channels will be used in order to get high visibility for the campaign. The team is currently mapping the engagement plan and how to engage with different groups.</p>	

	<p>SP suggested using different tactics to engage, such as street teams. NB confirmed that OTC medicines had gone out to the public with videos etc. shared with the public in the street and also used on social media. Staff at Gedling, County and District Council has individuals channels for community areas also. STP comms teams can possibly link in.</p> <p>A discussion was held around using the local press/media to the CCGs advantage. AS highlighted the different ways in which this is done for each campaign. Nick Tully has been working on the controlled total and pulling in media lines. The CCG also uses a spot in the Gedling magazine every week to highlight social care. The Summer edition of the Gedling magazine will be next one.</p> <p>AS added that the CCG is also working wider with libraries, parish councils etc. HealthWatch will also publicise for us as a new link.</p> <p>The Committee discussed other ways such as the use of Twitter and the BBC Hospital feed to get further coverage.</p> <p>AS also added that the Nottingham Gay Pride and the Caribbean carnival will also be approached.</p> <p>AS distributed the draft campaign material and invited the Committee to give feedback: Let's Talk could be confused with the Mental Health campaign "Let's Talk Wellbeing". The committee discussed other options that could over-arch the campaign.</p> <p>Sharon Bentley (SB) queried the process when people feedback into consultation. AS confirmed that this is fed into consultation and then Patient Liaison (PALS) answers in response where able. HB added that the CCG has to use PPI involvement as evidence of how this is used in engagement decisions.</p> <p>AS advised the Committee that there is current progress with devising messages for different groups alongside the FRG team with the pre-campaign to finalise all campaign collateral. It was added that messages are being developed for staff with budget approval and media training for some key spokespeople.</p> <p>The group discussed the current social media channels and the issue with having multiple channels at the moment and not a centralised place for people to discuss. This will be launched to staff first then stakeholders, press releases etc. to ensure that all 4 CCGs will have same messages across Greater Nottingham and Mid-Notts.</p> <p>SB informed that through her role at the council, there has been a rise in equipment queries. MK suggested meeting on this to ensure this is fed back into the CCG.</p>	
<p>PPI 18/015</p>	<p><u>CCG Alignment Update</u></p> <p>HB gave an update on the CCG alignment with the following highlighted:</p>	

	<p>A Joint committee is currently being developed across the 4 CCGs. The CCGs are also reviewing the patient committees and membership. Commissioned externally to discuss with PPI members on how to work more effectively going forward.</p> <p>There has been a delay in the process. It was advised that the first Joint Committee would be planned for the start of May. Staff members are also at different stages of the consultation so changes will only be seen in future meetings.</p> <p>The Committee acknowledged the update.</p>	
PPI 18/016	<p><u>PRG Forum notes from 30.01.2018</u></p> <p>The Committee acknowledged the PPG Forum notes.</p>	
PPI 18/017	<p><u>AOB:</u></p> <p>HB informed the Committee of the current TV series The Hospital on the BBC. HB suggested it would be useful for members to watch to get an insight on how everything fits together with the CCG and NUH.</p>	
<p>Details of the next meeting Tuesday 8th May 2018, 1.00pm – 4pm Committee Room, Civic Centre, Arnot Hill Park</p>		

Meeting administrator: louisa.hall@nhs.net

All attendees should be aware that there is a requirement to comply with the Freedom of Information Act 2000. The minutes and papers from this meeting could be released as part of a request for information