

**PUBLIC REFERENCE GROUP**

**Wednesday 27<sup>th</sup> February 2019**

**Town Hall Chambers, room 304, 09.30 - 12.30**

**PRG MEETING SUMMARY**

**MEMBERS PRESENT:**

James Campbell	(JC)	Interim Co-Chair, PRG
Michelle Nembhard	(MN)	Interim Co-Chair, PRG
Juliet McCollin	(JM)	Member, PRG
Graham Carter	(GC)	Member, PRG
Husseina Hamza	(HH)	Member, PRG
Neville Fernandes	(NF)	Member, PRG
Richie Morton	(RM)	Member, PRG
Keith Walton	(KW)	Member, PRG
Adrian Ingram	(AI)	Member, PRG
Anne Hooper	(AH)	Lay Member
Russell Cartwright	(RC)	Head of Communications and Engagement
Teresa Rodriguez	(TR)	Engagement Officer

**APOLOGIES:**

Mabel Nwoko	(MN)	Member, PRG
Tony Pilkington	(TP)	Member, PRG
Rosie Jackson	(RJ)	Member, PRG
Hayley Redmond	(HR)	Member, PRG
Jude Ibe	(JI)	Member, PRG
Alex Camies	(AC)	Member, PRG

**1. Welcome, purpose and conflict of interest**

JC and MN welcomed everyone. This was the first meeting for the new group and JC explained the agenda had a different format, starting with the main items, and finalising with the Minutes, Actions and AOB at the end of the meeting.

Attendance and apologies were recorded. There were no Col.

**2. Lewisham CCG clinical priorities 2019/20**

RC described the four current CCG clinical priorities to the group - Mental Health, Respiratory, Frailty and Diabetes – with a special emphasis on the Objectives, Health & Care outcomes and Key initiatives sections for each priority. Ideas for Public engagement for these priorities have been developed on a PEEF (Public

Engagement and Equalities Forum) workshop with the Governing Body at the end of January. JC and NM were part of the discussion.

Details and comments from the PRG members for each section are:

**Mental Health** – RC described the Mental Health Provider Alliance (for adults) that should be formed by April 2019, and fully functional from April 2020. The Alliance will have the main Mental Health agencies coming together (SLaM staff, Social Workers, Mind, Voluntary Group, other commissioned groups...)

Comments from the PRG on this priority were the importance of including the BAME community, and the need of receiving relevant information to see where the gaps are and where to act.

**Diabetes** – Some of the services are specifically delivered in the hospital, and the aim is to move some of them towards a community based care. There must be a focus on education (pre-diabetes and self-management). The group was not aware of the National Diabetes Prevention Programme. TR will send information.

**Frailty** – The main objectives are to identify patients' needs as early as possible, and a better coordination between agencies. Comments from the members were that frailty applies to all, not only the elderly, having high level of detail would be useful (important to know if funding is decreasing or just being re-directed).

**Respiratory** – There is a need to homogenise the service (same experience for all) and improve the use of LEEP (Lung Exercise and Education Programme) provision. JC brought ideas from the discussion at the PEEF workshop on this subject, such the need to focus on who is **not** engaging with the service. NF commented on the need to focus on children and asthma. On that note, AI mentioned the London Mayor Pollution and Air Quality [initiative](#), and JC introduce a project from Clean Air for Catford, and the opportunity to participate in the Clean Air Day on the 20 June.

Other general comments on the clinical priorities information were:

- GC found the presentation of the information is not suitable for the public domain. In his opinion, there are some missing measurements, some of the outcomes are outputs, and the document seems too focused on financial information.  
**Action:** GC to revisit the document and advise on changes to organise the information.
- The group queried how much the PRG could influence the focus on the objectives. If an item is considered appropriate and important for the group, the PRG could propose a focused subgroup such as BAME/IAG.
- There is an element of Children and Young People to be added to all the priorities

### 3. PRG members interests - Subgroups

TR invited the members to show their interest to be part of future PRG subgroups. The subgroups meet for specific subjects and the meetings are shorter and focused on one item.

*Mental Health:* Richie Morton, Juliet McCollin, Graham Carter, Michelle Nembhard (Arabella to feed comments to the group)

*Diabetes:* Adrian Ingram

*Frailty:* Juliet McCollin, Adrian Ingram

*Respiratory:* Keith Walton, Adrian Ingram, Neville Fernandes, James Campbell

*Children and Young People:* James Campbell

*Equalities:* Michelle Nembhard, Richie Morton, Husseina Hamza, Neville Fernandes (Juliet to feedback her comments to the group)

TR will ask the members who were not present at the meeting for their preferences.

### 4. Mapping PRG 2019-21 reach

TR asked the PRG members to list the groups of communities in Lewisham they are linked with, or know about. This exercise is very valuable to see the connections the current group has: how they fit into current channels and projects and how they can support the future public engagement activity of the CCG. After preparing the list, the members summarised their connections. This exercise allowed the members to know more about each other and find common interests in the group.

**Action:** TR will collate the information and prepare a network map.

### 5. Minutes from previous meetings, actions, you said-we did

NF noticed his comment about people queuing in the cold weather early in the morning outside GP practices was not recorded. The group discussed and agreed that individual comments flagging specific issues will be recorded under the AOB section.

Members mentioned the comment 'presenters must be *educated*' was not appropriate, it should be modified for a more gentle expression.

The rest of the minutes were an accurate record of the meeting and were approved by the group.

- Action 1. TR explained the Carers project will be finalised by three members of the previous Carers subgroup. Eventual further work will be consulted with the new PRG members to form a new subgroup.
- Action 2. TR gave an update on the Patient Choice Policy. The document, now approved by the Governing Body in January, is available on the CCG [website](#). The PRG originally suggested some changes and graphics to clarify the choices. We have uploaded additional material provided by NHS England including an Easyread leaflets for specific choices. PRG members were invited to check the content and confirm they are happy with the current material on the website.
- Action 3 – TBC by all
- Action 4. To be shared with PRG in next meeting.
- Action 5. Completed.
- Action 6. Ongoing.

### **You said, we did**

TR shared with the group a draft for the tracking form of the 'You said, we did' actions. The group was pleased with the form, and suggested adding more columns for entries such a paired PRG member, CCG member, and a breakdown list of items per each subject to be able to follow the different points.

**Action:** TR to add additional columns and information.

### **6. Square and blobs video**

There was not enough time to show this video to the group, it will be on the agenda for the next meeting.

### **7. AOB**

No other business.

**Additional Action:** TR to send the following information to the group:

- List of most used acronyms
- Slides from PRG induction
- National Diabetes Prevention Programme
- Conflict of Interest Form

Next meeting: **Friday 5<sup>th</sup> April 2019. 10.00 – 13.00.** Novus Health Partnership (Rushey Green), Hawstead Rd, London SE6 4JH.

REF.	ACTIONS	LEAD/S	DUE DATE	STATUS/COMMENT
1	Patient Choice Policy – Preparation Visual material	ALL	ONGOING	TBC - CHECK AVAILABLE MATERIAL AT NATIONAL LEVEL
2	Meetings suggested by previous cohort: CYP commissioner, CYP / Adult transition services, SAIL service	TR	ONGOING	TBC BY ALL
3	CCG Clinical Priorities document modifications	GC	MAY	ONGOING
4	PRG evaluation report	TR	COMPLETED	ON AGENDA
5	'You said, we did' tracking spreadsheet	TR	APRIL	ONGOING
6	PRG Information Governance training	TR/RC	APRIL	ONGOING