

Patient and Public Involvement (PPI) Forum for Brent tPCT

**Minutes of a Forum Meeting held on Monday 14th January 2008 at
Wembley Centre for Health and Care, Chaplin Road, Wembley**

	Item	Action
	<p>Present Mansukh Raichura (Chair) Michael Adeyeye Anne Lando Ken Morjaria</p> <p>Apologies Suryakant Patel, Forum member Patricia Atkinson, Brent PCT</p> <p>In attendance Marcia Saunders, Chair, Brent PCT Christine Bevan-Davies, Assistant Director Integrated Governance & Patient Services, Brent PCT Rushda Butt, Patient Services Officer, Brent PCT Susan Holtom, Community Investors Forum Support Organisation (FSO)</p> <p>Documents Circulated Before the Meeting</p> <ul style="list-style-type: none"> ○ Minutes of meeting 10-12-07 ○ Agenda for meeting 14-01-08 	
1	<p>Introductions and apologies Mansukh R opened the meeting. Apologies were received from Patricia Atkinson and Suryakant Patel.</p>	
2	<p>Minutes of meeting held on 10-12-07– these were AGREED.</p> <p>Matters arising (not already on agenda) Healthcare for London – The Darzi report is a framework for healthcare in London which is being consulted on at local level. Rushda B circulated a schedule of dates for consultation events in Brent. Following up Mansukh’s suggestion at last meeting, Christine B-D followed up offered to give a presentation to the Forum on the consultation, in addition to the public events in Brent. FSO to liaise with Christine.</p> <p>BCAD model and Diabetic Management Guidance – Mansukh R reiterated that the Forum would like an update on implementation with PCT, particularly on care pathways for diabetes, cancer, CHD and COPD. Christine will ask Patricia A about an update at next PPI meeting.</p> <p>Certificate of involvement in PPI Forums – Susan H reported that Mansukh’s suggestion will be taken up by the FSO with CPPIH.</p>	<p>All</p> <p>C B-D</p> <p>FSO</p>
3	<p>Communication with Brent PCT (i) Update from Marcia Saunders, PCT Chair Marcia gave an update on senior management and governance changes in the PCT. Finance Director- Johnathan Wise Director Clinical Leadership and Integrated Governance – Patricia Atkinson Director Primary Care Commissioning - Jo Ohlson Director Provider Development – Phil Church (moved from Turnaround Director) Interim Director Strategy - Sarah Thompson Interim Director Public Health - Jim Connolly</p>	

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	<p>6 Non-Executive Directors: Chandresh Somani, Gerald Zeidman, Isabelle Eny, Darren Stewart, Geoffrey Berridge, Hema Ghantiwala. Joint PEC Co-Chairs – Dr Carole Amobi and Dr Manish Prasad.</p> <p>In addition to restructuring which is almost complete, Marcia reported on a rationalised Committee structure and an updated Assurance Framework. On the SHA-led External Inquiry on the collapse of Brent PCT's governance, resulting from a 'complete lack of financial control' in the PCT, Marcia reported that most of the inquiry took place in August 2007. The people criticised in the report have now received letters from SHA.</p> <p>Financial Savings Plan – target of £25 million savings for 2007-08, uncertain as to whether PCT will achieve this. £15-20M savings planned for 2008-09.</p> <p>PPI Strategy - Marcia is reviewing the PCTs PPI Strategy with staff, with the aim to get away from tokenistic gestures commonplace in health services. She would like to consult the Forum about the new strategy in due course. PCT is looking to engage people through dealing with complaints, getting feedback and building this into services.</p> <p>Mansukh thanked Marcia for her update and she left the meeting.</p>	
4	<p>Feedback on meetings attended by members on behalf of Forum</p> <p>Brent Health Select Committee (HSC) - Mansukh R attended Brent Health Select Committee review of dental services on 13-12-07 to give a Forum/patients' perspective on dental services. He felt that his input had been appreciated by the HSC. Forum members requested a copy of the FSO briefing for Mansukh's presentation (enclosed with minutes for members or available from FSO).</p> <p>Issues raised in discussion include:</p> <ul style="list-style-type: none"> • Out of hours dentistry – reported to have improved. Rushda B offered to pass on details of Brent's Out of Hours dentistry phone number, for members' information. This is also available from dental practices. • Eligibility Criteria – information can be difficult to understand. Michael A reported that carers at Brent Association for Disabled People (BADP) have had difficulties getting NHS treatment or entitlement to free dental care, even if they have limited income. • Transferring dentists – Michael A approved of greater flexibility in choice of dentists, but felt that patients may be put at risk if their medical histories, allergies etc. are not taken into account when embarking on new treatment. Rushda added that the PCT had received complaints that patients' dental and medical notes were not always transferred promptly; this is being followed up. • Ongoing concern re waiting times for Community Dentistry and how PCT will meet NHS targets in 2008. <p>NWLH PPI Forum – Susan H circulated notices for the NWLH Forum meeting on January 22nd 2008 which will focus on LINKs. All welcome. FSO to follow up Brent LINKs lead officer attendance at Forum meeting in February or March.</p>	<p>Rushda B</p> <p>FSO</p>
5	<p>Update on Local Involvement Networks (LINKs)</p> <p>Mansukh R reported on the Brent Stakeholder event held on 21-12-07. Owen Thomson, Head of Consultation at Brent Council gave an update on progress in Brent and Barry Taylor, Member of the Centre for Public Scrutiny's Expert Advisory Team,</p>	

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	<p>spoke about legislation, structures and governance issues. A separate Procurement Group is also running. It was noted that Brent Council's tender for a LINKs host has not yet been issued. A December advert for West London Consortium LINKs tender (including Brent) will not be used to select a Host organisation in Brent. Whilst Brent Council may use the West London Consortium tender as a framework, a separate tender for Brent will be issued. The Council estimates a gap of up to 5 months between Forums closing and LINKs being operational (i.e. April 1st to end August 2008). The Council said it didn't want to lose involvement of people who are already engaged in PPI Forums. Community representatives suggested that local organisations - including forum members - need clear information so that they do not 'switch off' in the interim period before LINKs is up and running. Owen Thomson agreed that people need to feel secure about what happens next. A further stakeholder event is planned for January/February 2008.</p> <p>Ken M asked what the Council and PCT was doing to provide interim support during that period for those Forum members who wished to continue as prospective LINKs members. Mansukh felt that the Brent Stakeholder event would be a good place to hear about plans for Brent LINKs. He added that although it is not Brent PCT's responsibility to set up interim arrangements, the Forum would be interested to hear how the PCT plans to involve forum members in future PPI initiatives. Ken M asked about Links membership and suggested that Forum members should be invited to join. Anne L expressed concern that LINKs could become dominated by individual agendas. By contrast, PPI Forums' clear remit had helped them focus on wider issues for patients and public.</p> <p>Mansukh reported that CPPIH had written to forum members asking if they would like their details passed on to the Dept of Health/Council. Once members had responded, those interested might contact the Council and PCT with a view to forming a 'Primary Care LINKs sub-group'.</p> <p>CPPIH LINKs Development Workshop – Susan H will inform CPPIH that Ken M will attend in place of Anne L who is unable to attend.</p>	<p>All</p> <p>FSO, Ken M</p>
6	<p>Forum's legacy and Annual Report 2007-08 Following discussion, it was agreed that the FSO would draft an Annual Report and a summary of current issues to pass onto Brent LINKs. Mansukh asked about arranging a meeting in public to agree the Annual Report, with 31st March suggested as a possible date. Susan H will look into dates and arrange with Forum members. Given the busy run up to the end of Forums on 31st March, it is preferable to make the 10th March date a meeting in public, rather than add another date.</p>	FSO
7	<p>Any Other Business Michael A reported that his travel expenses claim had not yet been settled by CPPIH and asked FSO to follow up.</p>	FSO
8	<p>Date of future meetings</p> <p>Monday 11th February 2008 from 1030-1300 in Training Room 1 at Wembley Centre for Health and Care.</p> <p>Monday 10th March 2008 from 1030-1300 in Training Room 1 at Wembley Centre for Health and Care.</p> <p>Mansukh R closed the meeting at 1300.</p>	<p>All</p> <p>All</p>