

SPG Coordination Team meeting 23 September 2015

Hip & Knee to be dealt with at SPG

Jenny B

PPEC workplan still to be dealt with.

NH

Some ideas regarding types of public events were submitted to Harpreet by NH.

NH sent agreed letters to Caron Morton.

Co-opted members approved by SPG.

Co-chairs still to liaise.

Comms. team proposal: Richard to be default meeting chair with NH in attendance. CT agreed to this proposal. RC will also chair CT meetings. To be presented to SPG mtg for approval or otherwise. **NH to add to agenda**

CCG Issue: Caron Morton is on authorised leave. DL, RC and NH sent a letter to NHS England over the weekend expressing concern at the situation and about their not having been informed or consulted. CCG issue to be added to SPG agenda. PG to draft further letter for consideration at SPG **Pete G to draft, NH to add to agenda**

Work programme: original plan was for this to be in place. Discussion took place and general feeling was that it was too prescriptive for a number of members. Comms team invited to continue if appropriate and other 'teams' to be responsible for their own planning. To go to SPG for agreement or otherwise. **NH to add to agenda**

PPG leaflets: Pete G to pursue artwork and work on updating and will circulate for approval. **Pete G**

Communications: website data: registered 84 subscribed users. Last newsletter, 44% opened it. Most viewed page on website: homepage.
Important documents tab added to website.
Last updated tag added.

All outdated topics leaders contacted: several have been rested.

Haven't circulated to non-attending PPGs. Because of not having their contact details.

PR/Events: nothing to report

Admin: Template agenda will be on all agendas, topical items will be added close to the time of the meeting.

SE locality: public meeting to be held 26 Oct in Bridgnorth

SW locality: good meeting, info on Community Fit, non-financial appraisal and FF. Hip replacement changes discussion wanted. Community Fit: a number of workstreams need patient representation. RUCC kick-off workshops from October.

Daphne is happy to transfer Primary Care to Pete G. Graham Shepherd to retain SaTH. Approval needed at SPG. **NH to add to agenda**

Chair's Issues: Non-financial report to be presented for Future Fit. More news will follow FF board meeting 1 October.