

**Minutes of the Patient and Public Participation Committees in Common Meeting  
Tuesday 13 August 2019 at 10am  
Claret Room, Moulton Community Centre, Sandy Hill, Reedings, Moulton, Northampton, NN3 7AX**

**Present**

Mrs Tansi Harper	Lay Member for Patient and Public Engagement, NHS Corby CCG (Chair)
Mr David Atkinson	Public Representative from the South Locality Patient Engagement Group
Miss Joanne Brodrick	Independent Lay Member, NHS Corby CCG
Dr Chris Ellis	Commissioning and Membership Engagement Executive, NHS Nene CCG
Dr Sanjay Gadhia	GP Governing Body Member, NHS Corby CCG
Mrs Pam Law	Public Representative from the Northampton Locality Patient Engagement Group
Mrs Pam Marray	Public Representative from the Great Oakley Medical Centre Patient Participation Group
Mrs Kathryn Moody	Director of Contracting and Delivery, NHS Corby CCG and NHS Nene CCG
Ms Jill Spiby	Healthwatch Representative, Healthwatch Northamptonshire
Mrs Sheila White	Public Representative from the East Northants Locality Patient Engagement Group

**In Attendance**

Miss Sarah-Jane Barfoot	Assistant Board Secretary, NHS Corby CCG and NHS Nene CCG
Mr Neil Boughton	Deputy Director of Corporate Affairs, NHS Corby CCG and NHS Nene CCG
Miss Hannah Cruickshank	Senior Communications Manager, NEL CSU
Mr Stuart Mallett	Health & Wellbeing Programme Senior Responsible Officer, NHCP
Mr Tim O'Donovan	Assistant Director of STP, NHCP
Mrs Caroline Richardson	Communications Consultant, ARCH Communications

**Apologies**

Mrs Angela Dempsey	Joint Registered Nurse, NHS Corby CCG and NHS Nene CCG
Mr Ric Bernard	Healthwatch Representative, Healthwatch Northamptonshire
Ms Liz Cullinan	Service Manager, Northamptonshire Carers
Mrs Dawn Cummins	Chief Executive Officer, Voluntary Impact Northamptonshire
Dr Darin Seiger	GP Chair, NHS Nene CCG
Dr Nathan Spencer	GP Governing Body Member, NHS Corby CCG
Dr Joanne Watt	Clinical Chair, NHS Corby CCG

**Minute No: Agenda Item**

**PPPC19/20 20 Welcome, Apologies and On Call Director**

The Chair welcomed members to the meeting and apologies for absence were noted as above. It was confirmed that there was not an On Call Director present at the meeting.

Due notice had been given in line with the Constitution and the meeting was quorate.

**PPPC19/20 21 Declarations of Interest**

There were no declarations of interest, relating to items on the agenda, made by those present.

**PPPC19/20 22 Minutes of the previous meetings**

The minutes of the Patient and Public Participation Committees in Common meeting on 9 April 2019 were presented and were **APPROVED** as a true and accurate recording of proceedings.

**PPPC19/20 23 Matters Arising and Action Logs**

The action logs were considered and noted and would be updated accordingly.

**PPPC19/20 24      Chairs Update**

Mrs Harper informed the Committees that in line with the creation of a single lay member structure this would be her and Miss Brodrick's last meeting as members of the Committees.

Furthermore, Mrs Moody would be leaving the CCGs in early October 2019. The Committees wished Mrs Moody the best of luck for the future.

The Committee were advised that the engagement event held by Healthwatch Northamptonshire and the Northamptonshire Health and Care Partnership (NHCP) on 2 May 2019 had been successful with approximately ninety attendees, including members of the public and health and care professionals. The event, at the Park Inn in Northampton, gave local people the opportunity to share their views on health and care services and what could be done to ensure quality, integrated services that meet local needs and were fit for the future.

It was anticipated that a number of similar engagement events would be held throughout the remainder of the year.

The NHCP newsletter had been circulated to members via email, and Mrs Harper reminded patient representative that the information could be shared with the Local Engagement Groups and Patient Engagement Groups.

It was explained that Mrs Kelly West, Communications and Engagement Manager and Mrs Pat Haslam, Communications and Engagement Administer were unable to attend the meeting. Mrs Harper expressed her disappointment, noting that their attendance brought much value to the Committees discussions. It was requested that an update in regards to the Veteran Mental Health work be provided at the October meeting.

**Action: Mrs Haslam**

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the Chairs Update.

**PPPC19/20 25      Social Prescribing**

Mr Mallett provided a presentation on Social Prescribing.

Mr Mallett explained that Social Prescribing is a means of enabling GPs, nurses and other primary care professionals to refer people to a range of local, non-clinical services. Recognising that people's health is determined primarily by a range of social, economic and environmental factors, social prescribing seeks to address people's needs in a holistic way. It also aims to support individuals to take greater control of their own health.

The Committee were informed that working with Northamptonshire Health and Care systems statutory and non-statutory partners, the programme would aim to formalise and develop a social prescribing offer to all. The objective was to build sustainability and resilience in the communities and the Voluntary, Community and Social Enterprise (VCSE) sector through developing county-wide collaborative services that would operate consistently and at scale.

A local definition for social prescribing would be established and the team was developing a grant funding framework to enable more social prescribing in the county. The necessary processes and actions to develop protocols and provide continuing and acceptable quality

## Northamptonshire Clinical Commissioning Groups

assurance to referrers were also in the process of being established. The Link-Worker led framework would be focused on those with the greatest need and likelihood of benefiting, thus going some way towards reducing health inequalities within the county.

The programme would be publicised through a number of platforms including a short animation which would be displayed in surgeries. Mr Mallett advised that Moulton Surgery was a good example of social prescribing already happening. The Committees stressed the importance of using patient friendly communications to promote the programme, avoiding the use of acronyms. The Committees were informed that a number of successful engagement events had taken place, of which the engagement summary would be shared at the next meeting.

**Action: Mr Mallett**

Mrs White advised that Glenn Hammons from East Northamptonshire Council had a number of scheduled engagement events forthcoming that may be able to be linked into.

Mr Mallett went on to explain that a Directory of Service was also in development, which would provide one version of the truth. This would be trialled and work was being undertaken to review the navigation process. The intention would be to have a public launch once the development was completed. The Committees questioned how services would be commissioned for the Directory of Service to deliver the social prescribing services that Link Workers identify need to be in place. It was noted that it would be for the new Corporate Management Team to determine.

The Committees were advised of the implementation timescales, noting the full business case approval would be sought from the CCGs Board in August 2019, with the on the ground change identifiable to the public by April 2020.

The Committee expressed their excitement that the programme clearly identified the prevention work that was needed to be undertaken with the public. It was agreed that Social Prescribing would be added to the agenda for the October 2019 meeting for further update on the progress.

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the Social Prescribing update.

Mr Mallett left the meeting.

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#### NHS Long Term Plan

Mr O'Donovan provided a presentation on the Northamptonshire Health, Care and Wellbeing Plan.

Mr O'Donovan explained that in response to the NHS Long Term Plan a localised long term plan was being developed called the Northamptonshire Health, Care and Wellbeing Plan. This would serve as a single strategic plan for the future of health and social care in the county, incorporating a refreshed strategy for the Northamptonshire's Health and Wellbeing Board.

The plan would take on board the work already done together locally through Northamptonshire Health and Care Partnership and would ensure all partners were working towards the same priorities and objectives. Elements of the Quality in Public Health report would also be embedded. The Committees were informed that the Collaborative Stakeholders Forum would play a fundamental role in critiquing the plan.

Mr O'Donovan took the Committees through the requirements of the NHS Long Term Plan and the national timeline, noting the need to evolve into an integrated care system by 2021. Social Prescribing would be a key component in personalised care.

The Committees discussed the challenges, noting workforce being a significant risk. Mr O'Donovan advised that recruitment was no longer being done in isolation, and that the system was coming together to host recruitment days.

The Committees were advised that engagement, in different forms would continue during the development of the plan. The Committees stressed the importance of keeping engagement materials user friendly, avoiding the use of strategic language.

Mrs Harper requested that an update on the progress of the plan be delivered at the next meeting.

**Action: Mr O'Donovan**

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the NHS Long Term Plan update.

#### **PPPC19/20 27 Primary Care Networks**

Dr Gadhia provided a presentation on the Primary Care Networks (PCNs).

Dr Gadhia advised that PCNs form a key building block of the NHS long-term plan. Bringing general practices together to work at scale had been a policy priority for some years for a range of reasons, including improving the ability of practices to recruit and retain staff; to manage financial and estates pressures; to provide a wider range of services to patients and to more easily integrate with the wider health and care system.

While GP practices had been finding different ways of working together over many years, for example in super-partnerships, federations, clusters and networks, the NHS long-term plan and the new five-year framework for the GP contract, published in January 2019, put a more formal structure around this way of working, but without creating new statutory bodies.

The Committees were given an overview of the local picture, noting that sixteen PCNs had been formed across the county, providing 100% coverage. The Northamptonshire practices were commended for formalising the networks in such a tight timeline. The PCNs were a foundation of all Integrated Care Systems; and every Integrated Care System would have a critical role in ensuring that PCNs work in an integrated way with other community staff.

The Committees discussed in detail how extended access would be rolled out to 100% of the population and the five additional roles that would be introduced between 2019 and 2022.

Rural areas were highlighted as a concern, noting that public transport remained a significant issue. Dr Gadhia advised that as the system moved to a integrated model of care issues such as public transport would be highlighted and tackled in partnership.

The NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the Primary Care Networks presentation.

#### **PPPC19/20 28 Northamptonshire CCGs Transition Programme**

Mr Boughton provided a presentation on the proposed Northamptonshire CCGs Transition Programme.

Mr Boughton delivered an overview of the current position, informing that NHS Corby was currently made up of five member practices, serving a population of 80,000 people. NHS Nene CCG had sixty six member practices with a population of 693, 00. The proposal was to disestablish the two existing CCGs in order to create a single new countywide Northamptonshire CCG, which would drive through the required changes more efficiently and effectively for the front line workers and people of Northamptonshire.

The Committees were informed that the CCGs had already made significant progress over the last year in moving towards a more joint operating model. The creation and recruitment of a single Corporate Management Team and Lay Member structure for the County was in progress.

Mr Boughton went on to advice of the key drivers for the proposed change highlighting the alignment to the NHS Long Term Plan. It was explained that it was a national direction of travel with Northamptonshire being one of fourteen areas proposing to create a single CCG from April 2020.

Engagement with members, stakeholders and the public was on going.

It was advised that he Committees would be serviced by the Director of Population Health Strategy.

The impact on the Committees was discussed, with the change to the current membership being highlighted as an immediate risk. Concern was raised that the next meeting was scheduled in October 2019, and that the new executive team and lay member structure had not yet been established. The Committees questioned how quoracy and continuity would be managed. Mr Boughton advised that this would be addressed and that the terms of reference for all Committees were being reviewed and updated in line with the new structure. Mrs Harper emphasised the importance of clinical input and stressed the significance of the clinical voice being maintained as the Committee evolved.

The Patient Representatives asked whether the locality structure had been considered and how this would function. The representatives sought assurance that that the patient voice was kept at the centre of the committees. It was reported that Corby Patient Participation Groups (PPGs) had voiced concern that localisation would be lost by moving to a single Northamptonshire CCG.

Mr Boughton explained that a lot of work was being done to address the technicalities and potential issues. He welcomed questions via email and would endeavour to address any concerns.

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the Northamptonshire CCGs Transition Programme presentation.

**PPPC19/20 29 PPG Chairs Meeting Update**

Mrs Harper advised that due to illness and bereavement no NHS Corby CCG PPG Chairs meeting had been scheduled. Mrs Harper had raised the matter with Toby Sanders, Joint Chief Executive and the GP Chairs.

The Committees were informed that the Communication and Engagement Team were in the process of contacting all practices to reinstate the importance of patient engagement and reinvigorate the PPGs/LEGs.

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the PPG Chairs Meeting Update

**PPPC19/20 30    Locality Engagement Group Update**

The Patient Representative gave feedback from the respective Locality Engagement Groups.

Mrs White informed that she was experiencing on going issues with sending communications to CCG staff. Mrs White was assured that this would be looked into and resolved accordingly.

The Committees sought assurance that a clear structure for patient and public contributions be on the next meeting agenda, incorporating how the PCNs would embrace patient and public engagement. **Action: Mr Boughton**

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the Locality Engagement Group Update.

**PPPC19/20 31    NHS Corby CCG Public Engagement Update**

Mrs Richardson informed the Committees that work was coming to an end on the signposting campaign in Corby. The intention of the campaign was to inform people of the NHS services available in Corby, encouraging the right care, first time.

An extensive evaluation process would follow, the findings of which would be reported to the Committees at the October meeting.

Mrs Richardson went on to advise that the Joint Communications and Engagement Strategy would be presented the Governing Bodies on 20 August 2019 for ratification. It was agreed that final document would be shared with the Committees at the October meeting. **Action: Miss Barfoot**

Mrs Harper informed that NHS Corby CCGs contract with ARCH Communications would come to an end on 30 September 2019. Mrs Harper thanked Mrs Richardson, along with her ARCH Communications colleagues for their proactive input into Corby CCG engagement over the years. She went on to commend the team for creatively finding ways of engaging with patients and the public which led to greater confidence in the work of Corby CCG and the high engagement and communication scores when measured by NHSE metrics.

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the NHS Corby CCG Public Engagement Update.

**PPPC19/20 32    NHS Nene CCG Public Communications Update**

Miss Cruickshank advised that NHS Corby CCG and NHS Nene CCG would be holding a joint Annual General Meeting (AGM) on 5 September 2019.

The AGM would be taking place from 4pm at in the Lakeside Suite, Kettering Conference Centre, Thurston Drive, Kettering, NN15 6PB. Members of the public would have the option to attend in person or watch a live stream of the event.

Mrs Law expressed her disappointment of the delay in sharing the date and details of the event, noting that it would inevitably impact on attendance. Miss Cruickshank recognised that the invitations should have been circulated earlier and advised that invites would be cascaded immediately after the meeting.

NHS Corby CCG and NHS Nene CCG Patient and Public Participation Committees **NOTED** the NHS Nene CCG Public Communications Update.

**PPPC19/20 33      Healthwatch Northamptonshire Update**

Mrs Spiby advised that the Healthwatch Northamptonshire update had been captured in the Chairs Report.

**PPPC19/20 34      Voluntary Impact Northamptonshire Update**

Due to Mrs Cummins being unable to attend the meeting the Voluntary Impact Northamptonshire update was deferred to the next meeting.

**PPPC19/20 35      Northamptonshire Carers Update**

Due to Ms Cullinan being unable to attend the meeting the Northamptonshire Carers update was deferred to the next meeting.

**PPPC19/20 36      Corby Radio Monthly Media Message**

Due to Dr Watt being unable to attend the meeting the Corby Radio-Monthly Media Message update was deferred to the next meeting.

**Date and Time of the next meeting**

The next NHS Corby CCG and NHS Nene CCG PPPCiC meeting will be held at 10:00 on Tuesday 22 October 2019 in Meeting Room 1, Corby Enterprise Centre, London Road, Corby, NN17 5E.

The Chair brought the meeting to a close at 12:41pm.