

Woodstock Surgery PPG

Minutes of Committee Meeting
Held 26th July 2016 at 19.00 in the Surgery

Present: PC (Chair), Dr T Turner (part time), Sue Kavanagh (Practice Manager), PH, MH, ZH, JB & AC
Apologies: HVO & LP

- 1) The minutes of the April 12th 2016 meeting were agreed. There were no matters arising that were not to be covered in the meeting.
- 2) WD talked and answered questions about her experiences as a member of the KEY PPG. Following the merger of the Kidlington and Yarnton practices the PPG committee now has 20 members which is somewhat unwieldy, and there is waiting list of people who want to join. The KEY practice doctors are very committed to the success of the PPG and see it as an important and useful link between the doctors and patients, and it was a help to the success of the merger. Members of the PPG go out to talk to various groups such as the macular group, older people, patient transport, good neighbours etc.

The KEY PPG are fortunate in have received money in an endowment which has been used over the years to augment practice equipment purchases and for that reason their committee includes a treasurer.

- 3) ZH and PH discussed their draft PPG Newsletter. It was felt that a regular newsletter was not necessary now that so much information about the practice and medical matters is available on the website and FaceBook. A newsletter would be issued in the autumn, in particular to promote the use of the Woodstock Surgery website. SK has also produced a coloured flyer promoting the PPG which will be available in the waiting room.

SK has allocated a notice board for the use of the PPG. MH is get a picture of the KEY PPG noticeboard in the Kidlington surgery as an example of what could be put on it. *Note: MH visited the KEY surgery and found that the PPG noticeboard had been removed. There was no mention in the surgery waiting area of their PPG. MH to investigate through WD.*

- 4) The meeting agreed that the surgery website and FaceBook pages were a great development and, as mentioned in item 3 above, largely replace the need for a regular newsletter.
- 5) HVO was not present to report on the September Health Forum or the October NE Local PPG Healthcare Forum. SK after the meeting provided a summary of the NHS Oxfordshire CCG Transformation Project -

“Sustainability and Transformation Plans Most patients currently receive good care in Oxfordshire but not all. The transformation plan aims to make the best

use of resources so that everyone receives the best standards of care whenever and wherever it is delivered. The main gaps to overcome are:

- 1. Many mental health and physical conditions are preventable, caused by unhealthy lifestyles such as inactivity, poor diet, obesity, smoking and alcohol consumption. We want to support healthier lifestyles and life style choices.*
- 2. The care and quality gap as people's health needs are changing.*
- 3. The finance and efficiency gap making the best use of resources.*

More information can be found on the following link:
<http://www.oxonhealthcaretransformation.nhs.uk/>

6) AOB:

-It was felt that it was best to continue holding the PPG meetings in the early evening in the surgery waiting room.

-Dr Turner reported that progress was being made with the new surgery, although slowly because of the number of parties involved.

-There is no date yet for Quality Care Commission's audit of the practice. When it takes place a member of the PPG committee will be asked to be involved. *Note: Since the meeting a date has been set for the audit. The PPG will be represented by our chair, PC.*

-Patients can now have access to their medical records but will need to apply to the surgery for the application form. Access is subject to the approval of a GP which will not be unreasonably withheld.

Date for next meeting: 18th October 2016 in the surgery at 19:00