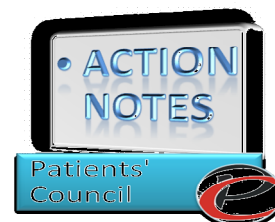


**NE Sector Greater Manchester Patients' Council
17th December 2008, 12 – 4pm, Masonic Hall**



Present

Anna Sidebottom
Barbara Allen
Dave Sweeney
Gareth Thompson
Hazel Healey
Jean Frankell
John Eastwood
Mick Ainsworth
Olwen Fish
Paul Mainwaring

Ray Howlett
Saeed Anwar

In attendance

John Deakin
Julian Palfreyman
Liz Aston
Sue Curzon

Apologies

David Cartwright
Elizabeth Lynskey
Gemma Cresswell
John Ruane
Marie Douglas
Nicola Crosby
Ray Mallinson
Rosemary Donnelley
Rosie Kingham
Valerie Horwood
Vera Tansley

1. Apologies

As above.

2. Notes of the previous meeting

The notes of the meeting held on 26th November 2008 were approved.

3. Matters Arising

Members discussed the structure of the Action Log and agreed that this was complicated and time consuming to go through at meetings.

It was agreed that the action log would work better as a traffic light system, whereby; actions highlighted in red need reporting on at the next meeting, actions highlighted in amber are pending/ongoing, and actions highlighted in green are complete.

The action log chart will be amended to incorporate the new features in the December Action Log and will also have an extra column down the left hand side which will be numbered from one onwards for ease of referral at meetings.

Action: Amend the action log to traffic light system log.

4. Council Business

Members were reminded to complete their Diary of Events Forms and any report forms that require completing. These must be handed in at the beginning of each month detailing the previous months events attended. Copies of Diary of Events Forms and Report Forms were included in members packs for their completion. Members were advised to complete report forms of telephone conversations that they have made/taken.

The deadline for returning completed forms is the first working day of each month. However, as a result of the Christmas period members have been given an extended deadline to return their forms by 5th January.

ACTION

Liz Aston
28th January 09

Action: Produce a chart recording who we have received diary events forms from for each month since September.

John Deakin
28th January 09

Executive Board – Members were advised that the Executive Board is currently made up of the original members of the Patients' Council. Gareth Thompson and Paul Mainwaring are currently working on the Terms of Reference.

Public Panel – This Panel is open to anybody and was set up to report issues from within the community. A number of representative sit on the panel including; councillors, MPs, staff, union reps, patients, pct staff, etc.

5. “No speech but lots to say” presentation

A presentation was given by Kristina Atkins and ? of ACE Centre North in relation to the services they provide and how they engage with people with speech impediments. They are a registered charity based in Oldham and they have produced a toolkit on how they have engaged with their service users.

It was suggested that the ACE Centre North services are promoted in the next Patients' Council newsletter.

Action: Forward a copy of the “No speech but lots to say” presentation to all members that are not present at today’s meeting.

John Deakin
28th January 09

Action: Create a link from the Patients' Council website to the ACE Centre North site.

John Deakin
28th January 09

6. Research for Patient Benefit Bid re Essence of Care

Members were given a brief explanation about what Essence of Care was and advised that they are not currently achieving engagement with the BME community, the gay and lesbian community and people with learning disabilities. They are proposing a 3 stage process to achieve engagement with these hard to reach groups as follows:

1. Sending a questionnaire to each PCT area to look at how they engage with hard to reach groups.
2. How engaging with these groups can be done electronically.
3. Setting up two sets of three focus groups.

It was agreed that a meeting would be set up with Sue Smith, Professional Development Facilitator for HMR NHS, to discuss with Patients' Council members ways in which they can engage with hard to reach groups.

Action: Set up a meeting at London House with Sue Smith and the following Patients' Council members (JF, OF, HH, BA, SA) to discuss ways in which the Essence of Care Team can engage with hard to reach groups.

7. Manchester PCT Representation

Julian Palfreyman of Manchester PCT attended and the issue of PCT and patient representation for North Manchester was discussed. Julian agreed that from now on he will supply copies the Manchester NHS quarterly newsletter that gives an update on local changes and plans for the future. Members were offered a section in a forthcoming

edition of the newsletter to advertise for North Manchester members for the Patients' Council. Julian will also provide details of any forthcoming local events that require patient representation.

Action: Provide Liz Hudson with details of the local Manchester NHS Practice Based Commissioning Group for a North Manchester member to sit on as a Patients' Council representative.

Julian Palfreyman
28th January 09

Members stressed to Julian that there is a general lack of communication around local changes and plans within the North Manchester area and requested that they receive regular updates.

Action: Arrange for the Patients' Council to be on the Manchester NHS communications distribution list for receiving details in relation to local changes and plans.

Julian Palfreyman
28th January 09

8. For information

Members were given a copy of the "Review of Engagement of Older People" document. Members were requested to read the document prior to the next meeting and to discuss at the next meeting.

Action: Read the "Review of Engagement of Older People" document for discussion at the January meeting.

All members
28th January 09

9. Healthy Futures Update

Members were advised that packs will be made up for the Healthy Futures Workstreams to incorporate NICE guidance and Map of Medicine relating to the particular Workstream that each member is participating in.

Action: Obtain full details of the Workstream packs and to deliver by hand to each member early 09.

John Deakin
28th January 09

Members were advised that the Healthy Futures Roadshow is due to begin in March 09 and run over a period of 3 months visiting approximately 3 locations per week.

Action: Send out a draft copy of the Healthy Futures Roadshow 09 timetable to all members.

Liz Aston
28th January 09

10. Making It Better Update

Members were given a copy of the Making It Better December08/January 09 newsletter edition.

Issues surrounding the closure of Booth Hall were discussed and it was agreed that a letter should be sent to Sir Jonathan Asbridge requesting information on the closure of Booth Hall.

Action: Send a letter to Sir Jonathan Asbridge seeking clarity and information on the closure of Booth Hall.

Paul Mainwaring
28th January 09

11. Events

Members were informed of the Live Life 2009 Event which will take place on 2nd March 08 at the Middleton Arena. The Patients' Council will be having a stand there and Heywood, Middleton and Rochdale members were asked to attend.

Action: Members that wish to attend the Live Life event on 2nd March are to inform Liz Hudson.

All members
28th January 09

12. AOB

Chief Executive's Conference (8th Dec 08)

Members were informed that Paul Mainwaring had attended a Chief Executive's conference on 8th December where a presentation on the operating framework and financial allocation for 2009-2011 was given by the Department of Health.

Action: Contact LH to request a copy of the financial allocation presentation.

All members
28th January 09

Transforming Community Services

The Patients' Council Chair has been invited, by the Strategic Health Authority, to sit on the Transforming Community Services group to ensure there is patient representation on the group. The first meeting will take place on 6th January at Gateway House. The group is being set up as there are major changes around community service which will result in all community services having new contracts from April next year and adopting new organisational forms that separate them from those that design and pay for services over the next year. The SHS is forming this board to oversee the process throughout the North West.

Manchester NHS Health Centres

Members were advised that the Simpson Memorial Building on Moston Lane will not be a LIFT centre but an Equitable Access Surgery which will provide patients with two late evenings and Saturday morning opening times.

Bury PCT World Class Commissioning Roadshow

Members were informed that Bury PCT are due to commence a roadshow from 29th January 09 – 4th February whereby they will visit a number of locations to educate the public on World Class Commissioning. There will also be an Age of Opportunity event on 18th February where cookery demonstrations will take place. Bury PCT would like the Patients' Council to be involved in the roadshow and have advised that they will provide training on 27th January 09.

Taxi Account

Members were advised that the contract with Connect Cars has been ended and that we now book taxi's through a company called Dominos Harvey who's contact number is 0800 169 5078.

13. Date of Next Meeting

The next meeting will be held on Wednesday 28th January 2009, 12 noon – 4pm at the Middleton Masonic Hall. Agenda items and apologies to Liz Hudson (liz.hudson@patientscouncil.org.uk or 0161 763 5644) by 21st January 2009.