

## **Minutes of a Meeting in Public**

**Thursday 16<sup>th</sup> March 2006**

Wiltshire Music School Bradford on Avon

### **1. Attendance**

1.1 Forum members present: Peter Biggs [chair], Ashwin Amin, Gregory Coombes, Eric Littler, Chris March.

1.2 PPI Forum (RUH Bath) member present: Jill Tompkins

1.3 West Wiltshire Primary Care Trust [PCT] staff present: Jenny Edwards

1.4 Health Advocacy Partnership [HAP] staff present: Paul Howard

1.6 Public present: none

1.6 Apologies: Peter Biggs [lateness], Janet Jarmin, Joan Main, Rhys Phelps, Pat Stannard, Ron Stannard.

1.7 Welcome: Peter Biggs welcomed Eric Littler to his first meeting

### **2. Members' Declarations of Interests**

2.1 Chris March as District and Town Councillor

### **3. Public Forum**

3.1 Jill Tompkins reminded members of the Forums' open day at Frome on 21 March.

## **4. Minutes of Last Meeting**

4.1 Ultan Ryan had sent apologies

4.2 The Forum had approved the Pathways for Change consultation plan

4.3 Subject to these amendments, the minutes were approved as a correct record.

## **5. Matters Arising**

5.1 re 5.4 The Forum had asked the Primary Care Trust where the services were going to be delivered.

5.2 re 5.5 A copy of the Wiltshire Ambulance Trust's performance against targets had been circulated. It was noted that the Trust was to merge with the trusts for Avon and Gloucestershire. It was agreed to wait 6 months, then ask same question of the combined Trust.

5.3 re 5.8 There was still no response from the Kennet and North Wiltshire Patient and Public Involvement Forum. It was agreed to drop the matter until after reconfiguration.

5.4 It was agreed to put community engagement training formally in the work plan for next year.

5.5 Bed audit. The Forum noted the reply received, including the fact that the Primary Care Trust had made a bid for capital funding.

5.6 re 11 PEAT visits – Peter Biggs did Melksham. He questioned the validity of the PEAT visits. They tend to give 'good' [4] score with occasional 'excellent' score [5]. Ashwin Amin agreed. The importance was on cleanliness rather than other items. Neither had yet received copies of the reports. Jenny Edwards agreed to supply copies of the reports on the Community Hospitals and Salisbury Hospital. It was noted that all Forum members had been e-mailed by the Primary Care Trust to invite them to participate.

5.7 re 13.3 The CHANT rally would be on 28<sup>th</sup> March not 24<sup>th</sup> January.

5.8 re 13.4 Infection control training. The event was excellent. Ashwin Amin attended, and recommended all Forum members should attend. Ashwin Amin supplied his report form. Jill Tompkins recommended all Forum members should attend prior to going on any visit. It was agreed that the Forum should ask for another training session by the same person. Peter

Biggs commented that when the task group visited the community hospitals, gel was not drawn to their attention enough, so they had gone round without using it. Jenny Edwards thanked the Forum for their comments; the NHS was keen to receive feedback from Forums

## **6. Nicholas Gillard's comments on the minutes of 22 September 2006**

6.1 The Forum were happy with the minor amendments proposed by Nicholas Gillard to the comments attributed to him. Paul Howard to supply a copy to Nicholas Gillard.

## **7. Secretary of State correspondence and response to Michael Ancram MP**

7.1 Peter Biggs went through the correspondence. Westbury residents had said that the decision on hospital closures was a substantial variation, but the Overview and Scrutiny Committee and Primary Care Trust had said it was not. This had been considered at a judicial review, which had concluded that the decision made by the Trust Board on 31 Aug was a lawful decision. The Forum agreed to consider at their next meeting what 'substantial variation' is.

7.2 Ashwin Amin reported that he had attended the Westbury Hospital campaign group meeting, at which 700 - 800 people were present. He reported that they had done a lot of work, and suggested sitting down and talking with them. Peter Biggs advised the Forum that the Overview and Scrutiny Committee had agreed to meet with Erica Watson, and a representative of campaign group. The Overview and Scrutiny Committee would be represented by Roy While and Peter Biggs as chair of the task group.

7.3 Chris March referred to the e-mail from Erica Watson, which had been circulated. It was noted that Paul Howard had supplied dates of future meetings for Chris March to pass on to her. Paul Howard would double check on library circulation of the Forum's minutes.

7.4 The Forum thought there was no point in responding to the Secretary of State for Health, and agreed to respond to Michael Ancram MP along the lines that the Government were throwing the matter back for local decision.

## **8. Primary Care Trusts' Pathways for Change consultation**

8.1 The Forum noted that the consultation paper would be published on 7 April. It was noted that the Primary Care Trust would be showing a final draft to the Overview and Scrutiny Committee. It was agreed that, subject to confirmation by the Primary Care Trust and the Kennet and North Wiltshire

Patient and Public Involvement Forum, the Forum would meet on 30<sup>th</sup> March at 2 p.m. in Southgate House Pans Lane, where the Primary Care Trust would share the document with the Forums in confidence, so that they could comment on its accessibility [i.e. is it a document the public could engage with?], not the content. The Forum would consider the content at its next meeting in public. There would be two documents - a strategic outline and a comprehensive document. On 30 March the Forum would consider only the strategic outline. Paul Howard reminded members of their duty to advise the Primary Care Trust on Patient and Public Involvement.

8.2 All Forum members should have had an invitation to the launch at the Corn Exchange in Devizes. Everyone should respond to the invitation.

8.3 The Forum noted Jenny Edwards' ambition to have a summary as a supplement in a local paper, funds permitting. Gregory Coombes suggested distribution via Melksham Town Council and Parish Council. Jenny Edwards also agreed to put a slip in with copies of the documents which were distributed in the initial mail-out, offering to provide more copies.

## **9. Work programme**

9.1 It was agreed that the work plan must include the consultation. The Forum would respond, and encourage public participation.

9.2 Monitoring the changes in provision following the hospital closures was another item to include.

9.3 Infection control training, as mentioned earlier

9.4 Gregory Coombes suggested meeting with someone from the Strategic Health Authority in private to say what the problems locally were. This was agreed.

## **10. Monitoring of services after hospital closures**

10.1 Peter Biggs went through the letter received from the Primary Care Trust.

10.2 The Forum expressed concern about the withdrawal of Hopper bus services to the Royal United Hospital.

10.3 Rapid response teams consisted of District Nurses, Occupational Therapists and others who respond rapidly, assess patients' needs and put

things in place quickly to meet those needs, without needing to go through GPs. The numbers of rapid response teams had increased.

10.4 Alternatives to the beds closed in Westbury were in the other community hospitals.

10.5 There was a discussion in which some members expressed concern about a phased introduction of replacements for beds which were already closed.

10.6 Jenny Edwards commented that the unscheduled closure of Westbury Hospital beds was due to staff leaving for other jobs. The closure had been scheduled for the end of March. The Primary Care Trust were not allowed to hire temporary staff.

10.7 The Forum asked about the nursing staff at Bradford and Westbury: how many were there and how many have transferred to other jobs in West Wilts and how many have gone elsewhere.

10.8 The Forum thought that the Primary Care Trust was not telling the public what was happening, and what they want to know. The Forum noted that a new officer was putting out better press releases.

10.9 It was noted that Forum members generally did not want full copies of all task group reports, only a quick brief, since members received too much paper. It was noted that the reports were in public domain.

10.10 It was agreed that the Forum would work with the task group to monitor the situation. The task group would monitor first, then the Forum would decide what to do to supplement task group activity.

10.11 Jenny Edwards agreed to supply information on the services each community hospital was providing.

## **11. PPI Forums after Primary Care Trust reconfiguration – possible models**

11.1 Peter Biggs advised that Wiltshire PCT Forum chairs had met on 28 February and discussed how Forums might work after Primary Care Trust reconfiguration. Members noted the paper which had been circulated and agreed a combination of Model A and Model C, so that the Forums would effectively stay as at present, but with an overall committee for the new PCT area.

## **12. Correspondence from the public**

12.1 Members noted the correspondence written to Health Advocacy Partnership which had been passed on to the Forum. It was agreed that Peter Biggs would reply noting the comments and enclosing a copy of an item from the White Horse News in which the Primary Care Trust explained its reasons for the partial closure of Westbury Hospital.

12.2 Members noted the e-mail from David Webb. Jenny Edwards agreed to take the issue back to the Primary Care Trust.

### **13. Local Issues**

13.1 Hopper Service. The Forum agreed to write to Wiltshire County Council making clear their deep concern at the threatened withdrawal of funding from this much needed service. It was noted that Kennet and North Wiltshire Primary Care Trust had withdrawn funding, then West Wiltshire Primary Care Trust had said they were prepared to reinvest, but everything was now subject to the Turnaround.

13.1 It was noted that Lafarge's emissions from their works in Westbury had been exceeding current limits, and that they had been told to stop.

### **14 Practice Forums**

14.1 Peter Biggs reported on his attendance at his practice's patient group.

### **15 Members conference outcomes**

15.1 The Forum did not wish to add any of the items from the conference to its work plan.

### **16 Core Standards comments**

16.1 The Forum agreed to carry forward the comments from the October 2005 draft declaration, with an update to the effect that consultation with the Overview and Scrutiny Committee remained good, and that the Forum was still not satisfied with the way in which the Trust communicated its decisions to the public.

### **17 Lymphoedema survey**

17.1 Members noted that responses had been received from the South Wiltshire and Swindon Forums, and that reminders had been sent to HAP-supported Primary Care Trust Forums.

## **18 Bed frame survey**

18.1 Members noted that responses from other Forums and from the West Wiltshire/ Kennet and North Wiltshire Primary Care Trusts. It was agreed to put the results on the Knowledge Management System.

## **19 Forum member reports**

19.1 Peter Biggs had volunteered to be disseminator for Age Concern Wiltshire for the results of research, including a questionnaire which was sent to 5000 over 50's.

19.2 Peter Biggs reported that the Overview and Scrutiny Committee Task Group had been to Ledbury to see a health facility. He thought the model was only really applicable to a small town and was not necessarily suitable for West Wiltshire.

19.3 Peter Biggs reported that the Primary Care Trust had a transport group. It had discovered that around Wiltshire there were hundreds of minibuses idle. There was probably enough transport in Wiltshire to meet the need for transport to health facilities, if they could be co-ordinated.

## **20 Member Concerns**

20.1 Annual report. It was agreed that Peter Biggs and Paul Howard would produce a draft to go to the next meeting in public.

20.2 Members were encouraged to go to the Delivering the Work plan training.

20.3 Members noted the formation of the National Association of Patient and Public Involvement Forums