

## Notes of PPG Meeting 2<sup>nd</sup> October 2018

### Present

Katie Moore, Mavis Rooney, Paula Godden, Gail Bate, Ted Biggs, Esther Oppenheim, David Parkes, John Banner, Alison Matthews.

**ACTION**

### Apologies

### Minutes of the last meeting

The minutes of the last meeting were agreed.

### Matters arising from the minutes

**Additional High chairs with arms-** Katie has cancelled the order and will source from a different supplier.

**Katie**

**WiFi-** no update

### Car Parking

At the meeting there was no further news. After the meeting John emailed Marie Brown who replied:

“I have put this location forward for consideration to be included in a future Traffic Regulation Scheme, because if double yellow lines were down, then we the City Council would be able to carry out enforcement actions. However as there are no traffic restrictions outside the medical centre, we have to rely on the police to carry out enforcement actions, therefore if vehicles are parking obstructively this should be reported to the Police on telephone number 101.”

Katie reported that the practice is looking into resurfacing the car park, having new white lines and reviewing the concrete post replacement.

### Practice Update

The Hub is up and running now for the extended access for evenings and weekends. Our practice slots are being used.

The practice is now taking 1<sup>st</sup> year medical students, who only observe as well as 4<sup>th</sup> and 5<sup>th</sup> year students.

### Primary Care Engagement Forum

Alison went to the meeting of this group on 20<sup>th</sup> September. This is now a group of PPG representatives across the new Birmingham and Solihull CCG. There was a presentation on the contractual implications of merging practices and other contractual relationships of practices. The rest of the meeting was discussion of the new terms of reference of the new group which will be called the PPG Forum. Alison will continue to attend this meeting.

**Alison**

### Local PPG chairs Group

Alison gave feedback from this meeting held on 26<sup>th</sup> September. Reps from Bartley Green attended for the first time, which was excellent. The group thought that with the Hub now up and running, we should try to get reps from the hub practice PPGs to come to the next meeting. Derrick and Lynn from Woodgate Valley PPG will contact the PPGs.

**PPG Email**

Alison reported that we had not received any emails but that was probably because it is not advertised anywhere. Alison asked Katie to put the PPG email address on the practice website in the “contact us” section and under “Patient Representative Group” Katie will delete “reports” from the title. Katie was also asked to put the up to date chairman’s report on the website plus the most up to date minutes.

**Katie****Any Other Business**

Alison asked about the advertised revamp of reception. Katie said it will be just a coat of paint and some new paintings to replace old ones. She also reported that the doctor’s clinical rooms are going to have the carpets replaced with vinyl.

**Date of Next Meeting**

The next meetings will be 4<sup>th</sup> December at 10.00am and then 15<sup>th</sup> January 2019 at 10.00am.