1. **PPO Team Meeting**

The three PPOs and the PFPI Manager attended a Team Meeting on 17th January. Other PFPI staff also attended as Gary Caldwell, Senior Moving & Handling Advisor gave a talk on the new Health & Safety Passport. Gary explained that Moving and Handling training in NHS Ayrshire & Arran is changing to comply with an agreed NHS Scotland Standard. He then provided the details of the changes.

Other discussion included PPO Workplans, the PPF Promotion Programme for 2012, training, service changes and the new PPF database. Work is continuing to enter the data from the three PPF databases into the new database.

2. **Dermatology Service Change**

A meeting was held on 19th January with Dermatology staff (Consultants and Nursing staff) to complete the service change template with the PFPI Manager and the PPO.

Interviews with Dermatology patients are continuing (at clinics, by telephone and in person) to get patient views on the proposed changes. A log of all views provided is being kept and shared with Dermatology staff and the Health Care Manager.

3. **Care Counts Drop In Sessions - Arran, Largs and Cumbrae**

Over the next few months, NHS Ayrshire & Arran will be holding events and drop-in sessions as part of the process to develop and agree a budget for 2012/13. These are being called ‘Care Counts’ events.

The PPO attended Care Counts drop-in sessions on Arran on 20th January, Largs on 23rd January and Cumbrae on 24th January to provide Care Counts leaflets and Healthwise newsletters to members of the public.

The public were encouraged to respond to a serious of questions which they could answer either anonymously or provide their details. The following questions were asked:

- How can we use our existing services and resources better?
- What do you think you can do to look after your own wellbeing?
- What more can we do for you to help have the healthiest life possible?

4. **Cumbrae**

The Public Reference Group and Steering Group for Cumbrae have been meeting regularly, with meetings held on 24th January and 7th and 21st February.

Good progress has been made on collecting information on the services currently available on the island and the Steering Group have produced a Fact File in conjunction with the Public Reference Group. A public meeting will be held after the local government elections which are being held in May.
5. Car Parking Working Group

Martin Hunter attended a meeting of the Ayrshire-wide Car Parking Working Group on 25th January on behalf of the PPF. Martin has produced a report that has been shared with the Core Group. Complete

6. Carers Information Strategy

Fiona Thomson attended a meeting of the Ayrshire-wide Carers Information Strategy on 25th January. Fiona has produced a report that has been shared with the Core Group. Complete

7. CHP Forum

Fiona Thomson and Willie Robertson attended a CHP Forum meeting on behalf of the PPF on 26th January. Willie has produced a report that has been shared with the Core Group. Complete

8. Mentally Flourishing Ayrshire & Arran Action Plan

The current Action Plan for Towards a Mentally Flourishing Ayrshire & Arran expires in 2012 and a new Action Plan for 2012/2014 is to be developed. A meeting to begin the process was held on 26th January which the PPO attended as a member of the Increasing Social Connectedness, Relationships and Trust in Families and Communities Trust Task & Finish Group. This is one of the six Task & Finish Groups set up to feed into the Action Plan. Ongoing

Two further meetings of the Task & Finish Groups will be held, along with a Stakeholder Event on 21st March. The Stakeholder Event will bring together all six groups and wider stakeholders to identify links/themes from the work done by the Task & Finish Groups to shape the new Action Plan.

9. Hospital Patient’s Council

A meeting of the Hospital Patients Council was held on 26th January. Complete

10. Reshaping Care for Older People – Communications Writing Group

The PPO attended a meeting of the Communications Writing Group for Reshaping Care for Older People on 27th January. Group members comprise North Ayrshire Council, Health and the third sector interface. Ongoing

Items discussed included the Workplan, Action Plan and Newsletter which are currently being progressed. The Newsletter will be available soon and will be shared with the PPF Network.

11. Community Engagement Reference Group

The PPO attended a Community Engagement Reference Group held on 31st January. Discussion included local arrangement for the implementation of the recommendations on the Christie Report, an update from the Community Planning Partnership CPP Partnership Groups Training and Partner Activity reports. Complete

The PPO provided an update from the Communications Writing Group (see Item 10), the Care Counts events (see Item 3), the PPF Calendar, PPF Promotion and Working Agreement.
12. **PPF Calendars**

The PPF Calendars were delivered on 30th and 31st January to the schools and the nursery who participated in the work. There are still some copies of the PPF Calendar available and these are being distributed when promoting the PPF locally.

13. **CHP Committee**

The PPO attended the CHP Committee meeting on 2nd February. Dr Ken Ferguson provided an update to the Committee on Cumbrae, Alan Gunning provided Pan-Ayrshire analysis on the Integrated Resource Framework (IRF) and Mandy Yule gave an update on the Reshaping Care for Older People. Dr David Price gave verbal feedback from the CHP Forum and Morna Rae talked about the Single Outcome Agreement Process.

The PPO talked to the Committee about the updated PPF Working Agreement, highlighting the changes. The Working Agreement was agreed.

14. **Chris Speedwell - Carers Centre**

The PPO met with Chris Speedwell on 3rd February to give her an overview of the work of the PPF. Chris is from North Ayrshire Carers Centre and is a new Core Group member.

15. **Tobacco Task and Finish Group (Fresh Airshire)**

Fiona Thomson attended a meeting of the Tobacco Task and Finish Group held on 6th February on behalf of the PPF. Fiona has produced a report that has been shared with the Core Group.

16. **Hospital Acquired Infection National Advisory Group**

Sandra Monaghan attended at meeting of the Hospital Acquired Infection National Advisory Group on 8th February on behalf of North Ayrshire PPF. Sandra has produced a report that has been shared with the Core Group.

17. **Dental Access Centres, Service Change**

The PPO met with Gordon McBeth and Peter Ommer from the Dental Management Team on 9th February to discuss involving the public in the proposed changes to Dental Access Centres across Ayrshire.

A Service Change Template has been completed and a Public Involvement Plan produced. Mieke Cook has agreed to work with the team to give a public view on the proposed changes.

18. **Obesity Group**

Willie Robertson attended the first meeting of the Obesity Group held on 9th February. Willie has produced a report that has been shared with the Core Group.

19. **McDonald Suite Meeting**

Fiona Thomson attended a McDonald Suite Users Group meeting on 10th February. Fiona has produced a report that has been shared with the Core Group.
20. **Personalisation**

Fiona Thomson attended a Personalisation meeting held on 14\textsuperscript{th} February. Fiona has produced a report that has been shared with the Core Group. Complete


NHS Ayrshire & Arran and its partners are currently developing a new Oral Health Strategy and the PPO and North Ayrshire PPF Chair attended a stakeholder event on 23\textsuperscript{rd} February to discuss the process.

Following on from the event, a survey has been developed and views are being sought about the strategy at this stage in its development. A booklet detailing the work done to date and suggested priority areas to take forward over the 10 year lifespan of the strategy is also available. These will be sent to PPF members with an interest in oral health and the public can comment by post or email until mid March. Ongoing

22. **PPF Marketing/Promotion**

A North Ayrshire PPF sub-group meeting was held on 23\textsuperscript{rd} February to discuss marketing/promoting the PPF. Several ideas were discussed including:

- The Consumer Advice Shop
- PPF Generic Leaflet (Ayrshire-wide)
- PPF Slogan/Logo
- PPF Poster
- Promoting in local Libraries
- 3TFM and Irvine Beat
- Promotion in the Cafes at Crosshouse and Ayr Hospitals
- PPF Roadshow Events
- Letters to local Community Groups that were previously unknown to us
- Targeting local businesses whiles taking out hand washing posters
- Using the “health” room at Radio City to promote the PPF in the Garnock Valley
- KA Leisure – PPF Core Group members and the PPO will attend events in the Magnum and Vikingar on 28\textsuperscript{th} and 29\textsuperscript{th} February to promote the PPF
- Community Planning Week
- Ayrshire Health Partnerships Website, Facebook and Twitter
- Use of a standard PPF presentation by Core Group members

23. **Meeting with Scottish Health Council**

The PPO met with Ross McFarlane, Local Officer with the Scottish Health Council on 27\textsuperscript{th} February when they discussed PPF work and Cumbrae. Complete

24. **NHS Volunteers**

The Volunteer Manager for NHS Ayrshire & Arran is currently collating numbers of all NHS Volunteers and the PPO has provided numbers of the PPF Core Group. Complete

25. **Falls Workshop**

Feedback has been received from the Ayrshire-wide Falls Workshop held on 1\textsuperscript{st} December 2011 and this has been offered to PPF members. Complete
26. **Information distributed to PPF members since last meeting**

- SafeTALK Training
- Brian Taylor’s Big Debate at the HAC Friday Jan 27
- Details of the new Associate Medical Director for Integrated Care and Partner Services
- Talk well – January 2012
- Information on the Public Meeting on Arran
- Cumbrae - Question & Answer Sheet
- PPF Winter News Update
- Request for Diabetes Patient Representative
- Request for Vascular Services Public Representative
- Health and Stroke Managed Clinical Networks Winter Report 2011/12

27. **Forthcoming Events (Dates for your Diaries)**

- Report Writing Training – 24th April 2012
- PPF Annual Information Event – June 2012