



## STREATHAM HILL GROUP PRACTICE

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Steering Group Meeting of 22 October 2018

Attendees:

Despina

Susannah

Inne Ibiama

Fraser Syme

Graham Syme

Viliam Holicka - Practice Lead (minutes)

1. Apologies for absence

Viliam advised the group that he'd received written confirmation from Bernadette Loderick of her resignation as co-chair of the PPG. He added that he had also had face to face conversation with Tony Page who had confirmed his intention of not carrying on in his position as co-chair of the PPG.

2. Approval and adoption of minutes of 4th October 2018

No minutes were taken of the previous meeting of 4th October 2018

3. Matters arising

With no leadership in place Graham was invited to present his (and Fraser's) vision for the group moving forward.

In the first instance, the body would now be referred to as the PG (Patient Group) and would comprise of the following three elements:

- I. Formation of a steering committee to oversee the operation and function of the PG.
- Ii. Organisation of regular events HEMs (Health Education Meetings) to benefit or educate the patient body as a whole.
- Iii. Communication of information to the patient body as a whole.

Graham added that he and Fraser intended to follow the model for Patient Groups as promoted and shared by the Patient's Association.

Despina suggested that as no one else had a particular vision for the group, that the matter be put to the vote. FS & GS said they wished to be considered as co-chairs, rather than chair and vice chair. The vote in favour was unanimous.

4. List items for discussion

The next PG had already been arranged for Wednesday 12th December 2018 @ 10:30hrs. It was felt that that date should stand and give the new PG leadership the opportunity to discuss the new direction of the PG with the attendees. This meeting is traditionally a festive event and it was decided to maintain that outlook, with the cooperation of the practice.



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The steering committee was to consider how to promote membership to the steering committee. GS said the Patient's Association model suggested the steering committee should be reflective of the demographics of the patient body. VH said he could provide a breakdown.

Topics for HEMs should also be considered. It would seem to be sensible that the topics for the initial HEM reflect the illness profile of the patient body. VH said he could provide a breakdown.

### 5. Any Other Business, including topics introduced by the chair/group

GS said he would endeavour to draft a TOR (Terms of Reference) and Code of Conduct for the next meeting.

Having done extensive research into organisational structure, GS said he felt trying to set up the TOR in a fashion that would allow the PG to qualify for charitable status would potentially reap many rewards without too much of a downside.

Inne said she would be abroad in November but thought it would be nice if the PG could set up something like a WhatsApp so she could stay in touch - Inne reckoned email was too inconvenient. GS said he would look into setting up something of this nature, although probably not with WhatsApp as they had been purchased by Facebook who have had a colossal number of security breaches... This year alone, over circa 137 Million according to FS's research.

### 6. Date of next meeting: Day/Month/Time

Thursday 22nd November 2018 @ 10:30hrs - 4th floor SHGP