
UNECE
International Standard in Healthcare PPP Policy

Minutes of a Team Update Meeting via Webex
Held on Thursday 12 February 2015 at 2.00pm GMT

Present: P Ward (Chairman)
Anuj Chabra
Agnieszka Gajewska
n Claudio Meza
Abu Rashed
Inon Schenker

In attendance: S Osgerby (Minutes)

ACTION

1. Introductions

PW passed on apologies to the group from Celso Manangan, who has been unwell - PW and SO will take over chasing up the public sector responses as well as the private sector ones until he is back in circulation.

PW

2. Progress Report and Workplan Update

The team are still engaged in the evidence gathering exercise. To date the team have sent out more than 200 questionnaires but have received a limited response; although we do anticipate receiving 30-40 by the deadline of the end of February.

CM has built a new section of the website where the anonymised responses will be uploaded, Currently this section of the site is only accessible to the team members. SO has emailed all respondents who have submitted completed questionnaires to ask permission to upload responses and establish whether they wish their responses to appear anonymously.

CM agreed to extend the space for questionnaire responses to at least 20 for each questionnaire.

CM

3. Questionnaire Responses

PW reported that despite the limited response so far, a number of contacts of his had confirmed they had looked at it and intended to respond but were finding the length of the questionnaire a deterrent.

IS suggested that perhaps the questionnaires could be re-edited down to two questions per workstream, to make it a more manageable task and encourage a wider response. AR agreed to review the private sector questionnaire to abridge it by Friday 20 February.

AR

4. Completion of Reponses / Promotion within Networks

PW asked all team members to complete the questionnaires themselves, and to encourage their network of personal contacts to try to complete and return as much of the questionnaire as they can. **ALL**

SO agreed to issue to the group the database of private sector contacts who have received the questionnaires so that the team can speak to anyone on there who they know and ask them to fill it in. **SO**

The team need to have as many responses back as possible by the end of February.

5. Re-establish Workstreams & Production of Initial draft

PW said that by the end of February he hoped that the workstream groups would be re-established with calls arranged to review initial feedback for each workstream in early March. Each workstream would go through the published material on the site, filtering for lessons learned relevant to their workstream as well as looking at the collated responses to their workstream's questions from both private and public sector respondents.

By the time of the next team call in the second week of March the team aims to have started discussing an initial draft and be in the process of preparing a one or two page document of initial lessons learned and findings for their workstream. The next step will be to put these outputs together as an initial draft for the whole team's review in April and May. **ALL**

6. Next Steps

Summary of Actions

- SO to update and issue the database of private sector contacts to the team so they can chase up their own contacts **SO**
- PW / SO upload as many responses as possible to the UN website next week **PW / SO**
- All team members to fill in the questionnaire. **ALL**
- All team members to chase their own contacts for responses. **ALL**
- CM suggested an interim call to review the process for gathering responses. PW proposed that we review the responses at that time and hold an additional meeting should one be necessary.

6. Next meeting

The next all team webex call will be on Thursday 12 March at 2.00pm GMT