

Patient and Public Engagement Committee Agenda

Date and Time of Meeting:	Thursday 14 January 2021, 10am to 12noon
Venue:	Microsoft Teams

1.0 GOVERNANCE

Time	Item No	Item	Paper/ Verbal	Presenter/ Lead
10:00	1.1	Welcome and Apologies: (apologies to hmrccg.ccghub@nhs.net)	Verbal 1.1	Chair
	1.2	Declarations of Interests (to hmrccg.dois@nhs.net)	Verbal 1.2	All
	1.3	Minutes of the Meeting held on 8 October 2020	Paper 1.3	All
	1.4	Matters Arising / Action Log	Paper 1.4	All
	1.5	Chair's Actions	Verbal 1.5	Chair
	1.6	Committee Self-Assessment	Paper 1.6	Chair

2.0 THIRD SECTOR MEMBERS UPDATE

Time	Item No	Item	Paper/ Verbal	Presenter/ Lead
10:10	2.1	MIND	Paper 2.1	Rebecca Steele
10:15	2.2	RADDAG	Paper 2.2	Sarah Cross
10:20	2.3	Healthwatch	Paper 2.3	Kate Jones
10:25	2.4	Circle	Paper 2.4	Mark Wynn
10:30	2.5	PPG	Paper 2.5	Karen Kelland
10:35	2.6	Rochdale Connections Trust	Verbal 2.6	Kathy Thomas
10:40	2.7	KYP	Paper 2.7	Khadija Tilly
10:45	2.8	Action Together	Paper 2.8	Kerry Bertram

3.0 ITEMS FOR DECISION

10:50	3.1	2021/22 PPEC Business Schedule and Meeting Dates	Paper 3.1	Chair
10:55	3.2	Updated PPEC Terms of Reference	Paper 3.2	Chair
11:00	3.3	Patient Services Information Easy Read Leaflet	Paper 3.3	Rob McDougall

4.0 ITEMS FOR DISCUSSION

Time	Item No	Item	Paper/ Verbal	Presenter/ Lead
11:05	4.1	#Thrive Relocation Update	Verbal 4.1	Charlotte Mitchell
11:10	4.2	Colposcopy Move	Verbal 4.2	Charlotte Mitchell
11:15	4.3	PPG Development	See Paper 2.5	Karen Kelland
11:20	4.4	Commissioning Intentions Engagement Plan	Paper 4.4	Sandra Croasdale
11:30	4.5	Improving Services and Measuring the Impact of Patient and Public Engagement	Paper 4.5	Denise Dawson
11:35	4.6	Pennine Acute Transactions Engagement Update	Paper 4.6	Kimberley Williams

5.0 COMMUNICATIONS

Time	Item No	Item	Paper/ Verbal	Presenter/ Lead
11:40	5.1	Task and Finish Groups Update	Verbal 5.1	Phil Burton
11:45	5.2	Integrated Commissioning Business Engagement Update	Paper 5.2	Charlotte Mitchell
11:50	5.3	Communications and Engagement Update	Paper 5.3	Alison Mitchell
11:55	5.4	Equality, Diversity & Inclusion Update	Paper 5.4	Samina Arfan

6.0 ITEMS FOR INFORMATION ONLY

Time	Item No	Item	Paper/ Verbal	Presenter/ Lead
12:00	6.1	ERS (Electronic Referral System) Pop Up Survey Results	Verbal 6.1	Phil Burton

7.0 ANY OTHER BUSINESS

Time	Item No	A.O.B
12:00	7.1	<ul style="list-style-type: none"> Annual Engagement Report Requirements

DATE AND TIME OF NEXT MEETING

Date: Thursday 8 April 2021
Time: 10.00 am to 12.00 pm
Venue: TBC