

AGENDA

Hambleton Richmondshire & Whitby Patient Partner Network Meeting  
 Wednesday 23 September 2020 16.30pm – 18.30pm  
 Video Conference: Zoom  
 Chair – Kate Kennady, Lay Member Governing Body, Patient and Public Engagement

	Time	Item	Speaker
1.	16.30 - 16:40	Welcome and Introduction  <b>Housekeeping and ground rules</b> <ul style="list-style-type: none"> <li>• <b>Mute your microphone when you're not talking</b> – to prevent echo noise from conflicting microphones.</li> <li>• <b>Please do not interrupt speakers</b> - We will keep pausing throughout, to give everyone the opportunity to ask questions.</li> <li>• <b>Be a good listener and active participant</b> - Be courteous and listen when others are speaking, but also be sure to be an active participant.</li> </ul>	Chair
2.	16.40 – 16.45	Declarations of Interest	Chair
3.	16.45 – 17.15	Presentation delivered on <b>Self Care/Over the Counter (OTC) Medicines Campaign</b> by Stacey Stanton, Medicines Optimisation Technician and Ken Latta, Head of Medicines Management	All
4.	17.15 – 17:20	Update on flu messages	Andrew Dangerfield
5.	17.20 – 17.45	North Yorkshire CCG Communication and Engagement Strategy – information <ul style="list-style-type: none"> <li>• Patient Partner Network               <ul style="list-style-type: none"> <li>➢ Terms of Reference – to be agreed</li> <li>➢ Values and Behaviour – to be agreed</li> <li>➢ Induction Pack – to be developed</li> </ul> </li> </ul>	Chair
6.	17.45 – 18.10	Member Agenda Items(e.g.: feedback from practice groups, sharing best practice, innovative ideas/ideas) If you would like to add anything to the agenda please contact Jane Marchant: janemarchant@nhs.net	All
7.	18.10 – 8.15	Updates from CCG ( <i>Information distributed with agenda prior to meeting</i> ) <u><i>If you have any questions relating to the information provided, please bring your questions to the meeting.</i></u>	All
8.	18.15 – 18.20	Any Other Business	All
9.	18.20 – 18.30	What Key Messages Are You Taking Away?	All
10.	18.30	Meeting closed	
		Dates of future meetings: - 3 December 2020 <b>All meetings will commence at 16.30hrs and close at 18.30hrs, unless otherwise stated</b> <i>Please note this agenda may change</i>	