

## PPG Meeting – Agenda Items - March 2020

### Birtley Medical Group

- Terms of Reference – We now have in place
- Confidentiality agreements signed by all PPG members - We now have in place
- Equality & Diversity - We now have in place
- Work Plan for the year ahead – open to suggestions and thoughts
- Appointing a Chair and a Secretary - Suggestions and /or Volunteers (people will be put to the vote of the whole PPG group) – Joyce Mason will assume the role of the chair.
- Appoint process and terms of office for Each of the above –
- Agreeing and setting all next future PPG meetings – Suggested dates below

### Health watch

From our work with Health watch we have an indicator where I would appreciate any help/suggestions. At the minute we do not hit this indicator. Can you give thought to the following

“The PPG has a plan in place to engage with the broader patient population, with local groups, the local VCS sector and in particular, seldom heard groups. It plans to use these opportunities to both promote the PPG and to hear people’s views.”

### Planned PPG meetings for 2020

Wednesday 3 <sup>rd</sup> June 2020 – 10.30am	Thursday 2 <sup>nd</sup> July 2020 – 2pm
Friday 7 <sup>th</sup> Aug 2020 – 10.30am	Monday 7 <sup>th</sup> Sept 2020 – 2pm
Tuesday 6 <sup>th</sup> October - 10.30am	Wednesday 11 <sup>th</sup> November - 2pm
Thursday 10 <sup>th</sup> Dec – 10.30am	