

Southend Patient Participation Group Forum

19 February 2015

Agenda

9:30-11:30am

Board Room, Harcourt House, 5-15 Harcourt Avenue, Southend-on-Sea SS2 6HE

<u>Administrative Items</u>					TIME
1.	Welcome, apologies and declarations of interest	For Noting	(Chair)		9:30
2.	Minutes of the PPGF meeting held on the 15 January 2015	For Decision	(Chair)	(Distributed)	9:35
3.	Notification of urgent items of any other business	For Information	(Chair)		9:45
<u>For Information/discussion</u>					
4.	Introduction to the Primary Care Strategy	For Discussion	(Sadie Parker and Melanie Craig)		9.50
5.	Weight Management Service	For Discussion	(Lucy Porterfield)	(Distributed)	10.05
6.	Governing Body lay member update	For Information	(Janis Gibson)		10:15
7.	Best practice for PPGs	For Discussion	(Chair)		10.25
8.	Review of PPGF content and schedule	For Discussion	(Paul Ilett)		10.40
<u>For Noting</u>					
9.	Brief member updates	For Discussion	(Chair)		11.00
10.	Any Other Business 10a. PPGF and Steering Group training 10b. Patient Online	For Noting	(All)		11:15
11.	Date of Next Meeting TBC, Harcourt House	For Noting			

Please submit apologies for absence to Johanne Springett on 01702 313598
or email johanne.springett@nhs.net.