



Steering Group Meeting - Thursday 3rd December 2015

Agenda

1. Welcome and apologies
2. Minutes of meeting held on 1st October 2015 (attached)
 - a. Matters arising - Pelham (10 minutes)
 - i. Confidentiality (Elise)
 - ii. Performance leaflet (Michele)
 - iii. Use of e-mail (Eilish)
3. Steering Group – Pelham (10 minutes)
 - a. Putting names and pictures on the Medical Centre website
 - b. New member meetings 3rd and 7th December
 - c. Annual review of progress and membership – February 2016
 - d. PPG report to patients - June 2016
4. Project Groups:
 - a. 48 Hour Service Group – Eilish and Jilly (15 minutes)
 - i. Outcome of meeting held on 25th November to review leaflet (copy of latest draft attached for information)
 - ii. Next steps for this group
 - b. Flu Clinic Support Group – Elise (10 minutes)
 - i. Feedback from flu clinics
 - ii. Possible future work for this group – current mandate expires 31st December 2015
 1. Health pledge scheme
 2. Health and Wellbeing Event summer 2016
 3. Support for training front-of-house staff

- c. CSR Focus Group – Elise and Pelham (15 minutes)
 - i. Update on developments and 2016 timetable
 - ii. Mental health update (Simon)
 - iii. Impact of the Spending Review and NHS funding pressures (Pelham)
 - iv. Next steps and timetable for Project Group
 - 1. Meeting 8th January 2016 5pm – 6:30pm
- 5. Practice Update – Eilish (10 minutes)
 - a. Junior Doctors dispute
 - b. Response to Friends & Family Test Comments
- 6. Feedback from Patient Engagement Conference on 21st November – Peter and Janet (15 minutes)
- 7. Any other business (5 minutes)
 - a. NHS Dorset CCG Health Involvement Network
 - b. Social event in the New Year

FUTURE STEERING GROUP MEETING DATES – Bridport Medical Centre

Thursday 4th February 2016

Thursday 7th April 2016

Thursday 2nd June 2016

Thursday 6th October 2016

Thursday 1st December 2016