

## Agenda Virtual Planning Group Meeting

Thursday 17 September 2020  
10.00 a.m. - 12.00 p.m.

<u>No</u>	<u>Time</u>	<u>Item</u>	<u>Lead</u>
1	10.00	Welcome, introductions and apologies	MW
2	10.05	Minutes/notes of last Meeting 8 <sup>th</sup> July 2020 (attached)	MW
3	10.15	<b>Matters Arising:</b> <ul style="list-style-type: none"> <li>• Updated CTCIC Staff Structure Chart (attached)</li> </ul>	MW/KH
4	10.25	Monthly Feedback Reports - July (attached):	KB
5	10.35	<b>General Updates/Meetings</b> (for information purposes) <ul style="list-style-type: none"> <li>• NHCP CSF/PPE Workshop Report (verbal update - can be sent as attachment on request)</li> <li>• Midlands Cancer Rapid Review summary (attached)</li> <li>• Cardiac Services Review (attached)</li> <li>• HWN revised Volunteers Expenses Policy (attached)</li> <li>• Project updates (verbal)</li> <li>• YHWN updates (verbal)</li> <li>• NHFT Steering Patient and Public Experience Meeting Report (attached)</li> <li>• Local Dental Network (LDN) Steering Meeting (attached)</li> </ul>	SB  KH/KB  HWN Staff ES KB CD
6	11.25	<b>Any Other Business:</b> <ul style="list-style-type: none"> <li>• Public Health survey and questions (attached)</li> </ul>	KB
7	11.55	Meeting closes	
		Date and time of next virtual Planning Group Meeting: 19 <sup>th</sup> November 2020 - 10am - 12pm	