

## Influence Panel report from Thursday 9 May 2019

### Fylde Coast Influence Panel development

#### Attendees

Dan Clough – CCG	Ashley Matthews
Rachel Naughton – CCG	Brian McMillan
Amanda Bate – CCG	Peter Osborne
Judith Appleton	Jen Olivine
Charles Baylis	Jim Proctor
Karen Birchall	Norma Rodgers
Ken Carroll	Allan Slater
Elaine Christian	Wendy Stevenson
Maurice Christian	Richard Thornburgh
June Deveney	Jan Tilley
Stephen Dunstan	Steve Tingle
Pat Hignett	Lisa Westoby
Jeanie King	

Dan Clough opened the meeting and delivered a short presentation on the CCGs and the Influence Panel. The presentation had been delivered to new Influence Panel members at a welcome meeting the previous month.

Discussions were then held on a number of topics relating directly to the running of the Panel and its future development.

- Election of chair
  - Nick Milne, although absent from this meeting, had expressed he would be happy to continue chairing the Panel, but was equally happy to step aside should another individual wish to put themselves forward.
  - Following a brief discussion, it was agreed Nick should continue as chair.
- Format
  - A discussion was held around limiting the number of attendees at meetings and how this would be managed. The vast majority of members opposed this idea and it was agreed to continue as things currently stand and review again if high levels of attendance becomes problematic in the future.
  - A further discussion on the introduction of time limited terms of office for Panel members was held. There were mixed views on the subject and it was agreed this would be put on hold for the time being.
  - The format of meetings – whereby members receive a presentation on a specific topic each month and are then asked a series of questions to discuss – will remain the same. In order to improve the feedback mechanism for the CCG, at the end of each meeting the Panel will

agree three key recommendations to be put forward as part of its report. These are what will be reported back on a monthly basis.

- To capture any additional comments members may have, a comment box will be added to the agenda sheet for people to leave behind. Additional comments not spoken to the whole group will be circulated along with the report after the meeting.
- Code of conduct
  - Some amendments have been made to the code of conduct following the discussions. This will be circulated separately.
- Training
  - Training is available via the NHS England website at <https://www.england.nhs.uk/participation/learning/learning-for-patients-and-the-public-non-accredited-courses/> for all Influence Panel members.
  - If any members identify further training they would like to take part in, please let us know.