

**Community Engagement Advisory Panel
Meeting of 22nd August 2006**

Minutes

Present:

Kate Munro	Community Engagement, New Children's Hospital (Chair)
Fiona Mercer	Project Team
Marjorie Gillies	Senior Nurse (Patient Services)
Linda Donnelly	Play Service
Jan Maxwell	Young People's Service
Francis McGuinness	Family Support and Information Service
Iain Wallace	Associate Medical Director
Mark McAllister	Community Engagement, New Hospitals Campus

Apologies:

1. Role and Remit of the CEAP

The role and remit of the group was attached. It was noted that Communications would not be attending these meetings but that Kate would provide a link with the Communications Sub-group. The role and remit were agreed. It was noted that these might develop as the group's work progresses.

2. Report on the Community Engagement Framework for the New Children's Hospital

A draft report was distributed to the group. Noted that this report, produced at the request of the Health Minister, would be used to inform all major stakeholders of the community engagement activity and structures for the planning and design of the New Children's Hospital. In addition to the report there will be an accessible version – a poster – for children and young people.

The group were asked to review the draft and to send comments on the following issues:

- The tone and accessibility of the report
- Any areas that have not been clearly explained and require development
- Any gaps in the description of the community engagement framework

Feedback by the 25th of August would be very welcome.

Action: All

Initial plans for launching the report were discussed with a clear preference for a venue within Yorkhill emerging.

3. Community Engagement in the OBC

A paper outlining the scope of the work with families, children and young people in the outline business case was discussed. Several suggestions for additional groups were identified. These included:

- Young parents
- Home is where the help is
- East Park Home
- Diabetes service

- Hospices
- Young people currently using adult hospital services e.g. CF, orthopaedics
- Parents of young people who are actively involved in the Youth Panel

Kate will make contact with these groups and services and explore ways of involving them. Jan offered to send contact details for parents that they have a lot of contact with and who are willing to get involved.

Action: Kate, Jan

It was also suggested that the Family Support and Information Service could advise on recruitment for the group for ethnic minority communities. Kate to contact Serena Shabeen.

Action: Kate

It was anticipated that recruitment might prove difficult owing to the short timescales so a flyer was suggested for use when surveying families in the wards and departments. This would provide further information about the groups and the Family Panel and allow families to register an interest.

Action: Kate

4. Dates and Times of Future Meetings

To be decided.

Action: Kate