

Breast Care Services Review

Public involvement / communications sub group

1 Background

During the first phase of the review it is proposed that there will be a range of ways in which patients, carers, the public and interested stakeholders can be involved in the shaping of breast services for the area.

The Stakeholder event at the start of the review held on 22nd April 2008 has set the tone for the way in which public involvement will be central to the review. The public involvement and communications group will now discuss and agree activity during the first phase of the review. It is anticipated that proposals will:

- Ensure service users or their representatives are involved as members of the relevant committees in the review.
- Ensure that there are range of activities which will ensure that service users views are integrated into the review process.

It is anticipated that the Review will host a further stakeholder event at the conclusion of the first phase to inform interested parties of our findings and help to contribute to the next steps to be taken in the second phase, which might include formal consultation.

2 Purpose

The public involvement / communications sub group is responsible for co-ordinating:

- The public and patient involvement work for the breast care services review.
- The communications work for the breast care services review

3 Members

No.	Name and title	Role	Organisation
1	Tony Jones	PPI Lead	Bristol PCT
2	Julie Hendry	Communications Lead	Bristol PCT
3	Juliet Winter	PPI Lead	NBT
4	Tony Watkin	PPI Lead	UBHT
5	TBA	Communications Lead	UBHT
6	Fiona Reid	Head of Communications	NBT
7.	TBA	Head of Communications	WAHT
8	Jane Mason	Network User Involvement Group	ASW Cancer Network
9	Jenny Wookey	Representative	BUST (Frenchay)

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10	TBA	Representative	Bosom Buddies (UBHT)
11.	TBA	Representative	Pink Fellowship (Weston)
12.	TBA	Representative	Young Women for Young Women
13	TBA	Representative	Bristol Local Involvement Network (LINK)
14	TBA	Voluntary Sector Services Manager	Care Forum

4 Meeting Arrangements

- The group will meet as and when required and at times to be agreed.
- The group will be invited to agree to having a co-chairing arrangement so that the PPI Lead for Bristol PCT will Co-Chair the group with one of the lay members.

5 Reporting arrangements

- The group will report to the Steering Group
- The Co-chairs will brief the Chair of the Steering Group on any urgent or sensitive issues which arise between meetings.
- The group will also report to the BHSP Strategic Communications and the Public Involvement Group (SCIP). SCIP will act as a 'critical friend' for this piece of work.

6 Administration details

- Meeting information will be produced in formats which ensure that all are able to participate equally
- Expenses and reimbursement, in line with Bristol PCT policy on this issue, will be offered to all lay members of the group
- The group will review these Terms of Reference as and when required