

<b>Report To:</b>	Governing Body in Common
<b>Report Title:</b>	Communications and Engagement Assurance Report
<b>Report From:</b>	Jenni Northcote, Chief Strategy and Primary Care Officer
<b>Date:</b>	
<b>Previously Considered by:</b>	N/A

<b>Action Required</b> <i>(delete as appropriate)</i>							
<b>Decision:</b>		<b>Assurance:</b>	✓	<b>Information:</b>	✓	<b>Confidential</b>	

<b>Purpose of the Report:</b>
This report provides an overview of communications and engagement activity undertaken during July – August 2019
<b>Key Points:</b>
NHS Coventry and Rugby CCG and NHS Warwickshire North CCG continued to undertake a full range of communications and engagement activity during the reporting period.  This report outlines how both CCGs have met their statutory obligations for communications, engagement and involvement in this reporting period
<b>Recommendation:</b>
The Governing Bodies are requested to NOTE the report, which is provided for assurance and information.

<b>Implications</b>							
<b>Objective(s) / Plans supported by this report:</b>	Supports CCG Communications and Engagement statutory obligations. Informs commissioning and service developments.						
<b>Conflicts of Interest:</b>	N/A						
<b>Financial:</b>	<b>Non-Recurrent Expenditure:</b>	N/A					
	<b>Recurrent Expenditure:</b>	N/A					
	<b>Is this expenditure included within the CCG's Financial Plan? <i>(Delete as appropriate)</i></b>	Yes	✓	No		N/A	
<b>Performance:</b>	N/A						

<b>Quality and Safety:</b>	N/A						
<b>Equality and Diversity:</b>	<b>General Statement:</b> The CCG is committed to fulfil its obligations under the Equality Act 2010, and to ensure services commissioned by the CCG are non-discriminatory on the grounds of any protected characteristics. Policies/decisions may need to be adjusted in line with any equality analysis or due regard. Any decision that is finalised without being influenced by appropriate due regard could be deemed unlawful.						
	<b>Has an equality impact assessment been undertaken?</b> <i>(Delete as appropriate)</i>	<b>Yes</b> (attached)		<b>No</b>	✓	<b>N/A</b>	✓
<b>Patient and Public Engagement:</b>	The report details patient and public engagement undertaken						
<b>Clinical Engagement:</b>	There has been clinical engagement in a range of communications and engagement activity detailed within this report						
<b>Risk and Assurance:</b>	The report provides assurance that the CCG is undertaking its duties in respect to patient/public/stakeholder and clinical engagement.						

NHS Coventry and Rugby CCG and NHS Warwickshire North CCG continued to undertake a full range of communications and engagement activity between July and August 2019.

This report outlines how both CCGs have met their statutory obligations for communications, engagement and involvement in this reporting period, as set out by NHS England's Patient and public participation in commissioning health and care guidance:

### **Explain public involvement in commissioning plans/business plans**

- ✓ As report last time, our engagement on the CCG Primary Care Strategy took place with the public, Healthwatch, Local Medical Committees, GPs and practice staff and local councils to understand their thoughts. Feedback helped to shape the content of the strategy and we are currently compiling the feedback into an engagement report.
- ✓ We planning the next stage of engagement for the future of health commissioning with key stakeholders including patients and the public, our membership and partner organisations.

### **Demonstrate public involvement in annual reports**

- ✓ Our annual general meetings took place in July. Both were well attended and concluded with a lively engagement exercise on the NHS Long Term Plan. This feedback will be shared with the Coventry Health and Wellbeing Partnership as part of the planning for the next stage of engagement for the STP, as well as feed into a number of other programmes and projects.

### **Promote and publicise public involvement**

- ✓ We have used a variety of methods to promote and publicise involvement such as surveys, social media, face to face meetings, our website and through our contacts in the community and voluntary sector
- ✓ We attended Healthwatch Coventry's steering group in August to update on APMS, the Coventry and Warwickshire Health and Care Partnership, Planned Care engagement, maternity and paediatrics engagement and our IAF results

### **Assess, plan and take action to involve**

- ✓ Preparation for stroke consultation is underway. The consultation will likely take place in October 2019. More details, including opportunities to take part, will be shared via our usual channels to encourage members of the public to participate.

### **Advance equality and reduce health inequalities**

- ✓ A Health and Wellbeing event is being organised for Saturday 14th September 2019 (11am – 3pm) at Chilvers Coton School in Nuneaton. The event will be led by EQUiP who will work closely with, CCGs, Public Health, Local Authority, voluntary and community organisations and members of the public
- ✓ We are currently developing a number of documents for our maternity and child services programme. This includes a summary of all engagement and feedback gathered to date, an engagement gap analysis which identifies where we think further engagement activity might be needed and the creation of a "listening document", which brings together the feedback from our maternity and child service engagement. This document will be shared with patients and the public, as well as key stakeholders, for comment and feedback on both the document and services in general. In particular we are going to target some of the identified gaps in our initial engagement exercises.

