

Mid and South Essex Success Regime Engagement Log - January 2016 - October 2017 v9 as at 2nd November 2017

| Service user involvement | | | | | |
|--------------------------|--|---|------------------|--|---|
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 18/04/2016 | Patient and public representatives | All day conference organised by Essex HOSC and Healthwatch | | Recommendations on engagement, formally adopted as part of comms and engagement strategy | Published notes and video. Conference feedback report |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 28/04/2016 | <i>In Your Shoes</i> | Half day workshop with senior clinicians and service users from 3 acute hospitals | | | Full report |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 09/06/2016 | Service user event | Public stand hosted by St Luke's Hospice | | | Distributed progress updates and plan summary |
| 14/06/2016 | Session with Mid Essex service user reps | Summary SR/STP plan. Discussion about SUAG | 6 | Recommendations on engagement. Supportive on overall strategy | Notes |
| 08/07/2016 | Session with Thurrock service user reps | Summary SR/STP plan. Discussion about SUAG | 12 | Recommendations on engagement. Supportive on overall strategy | Notes |
| 19/07/2016 | BB CCG Fit for the Future | | | | |
| 21/07/2016 | South Woodham Ferrers open workshop | Evening workshop to get feedback on SR plan | 20 | | Meeting notes. Feedback report |
| 25/07/2016 | Chelmsford open workshop | Evening workshop to feed into criteria setting | 14 | | Meeting notes. Feedback report. Format for session |
| 26/07/2016 | Canvey open workshop | Evening workshop to feed into criteria setting | 10 | | Meeting notes. Feedback report. Format for session |
| 27/07/2016 | Southend open workshop | Evening workshop to feed into criteria setting | 15 | | Meeting notes. Feedback report. Format for session |
| 28/07/2016 | BB CCG Fit for the Future | | | | |
| 28/07/2016 | Thurrock open workshop | Evening workshop to feed into criteria setting | Over 20 | | Meeting notes. Feedback report |

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| 04/08/2016 | Rayleigh open workshop | Evening workshop to feed into criteria setting | Over 15 | | Meeting notes. Feedback report |
| 12/08/2016 | BB CCG Fit for the Future | | | | |
| 26/08/2016 | BB CCG Fit for the Future | | | | |
| 05/09/2016 | Maldon Patient Reference Group | Discussion and feedback on SR/STP | | Insights and commitment to assist with engagement | Meeting notes |
| 20/09/2016 | Southend open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| | Chelmsford open workshop | | | | |
| 22/09/2016 | Thurrock open event | Item on all-day conference with service users and vol sector to present SR/STP and get feedback | | | Meeting notes |
| 26/09/2016 | Braintree open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 27/09/2016 | Maldon open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 03/10/2016 | Rayleigh open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 04/10/2016 | Brentwood open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 06/10/2016 | Basildon open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 07/10/2016 | Canvey Island open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 10/10/2016 | Chelmsford open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 12/10/2016 | Billericay open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 13/10/2016 | South Woodham Ferrers open workshop | Evening workshop to feed into options framing | | Feedback report to options appraisal | Meeting notes. Feedback report |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |

| 14/06/2017 | Thurrock open event | All day conference with members of the public invited to learn more about the SR/STP | | | |
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| Service User Advisory Group | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 30/08/2016 | Introductory meeting (am) | Discussion on SUAG and feedback on SR/STP | 30 | Feedback report to options appraisal | Meeting notes. Feedback report. Intro to Group |
| 30/08/2016 | Introductory meeting (pm) | Discussion on SUAG and feedback on SR/STP | 8 | Feedback report to options appraisal | Meeting notes. Feedback report. Intro to Group |
| 14/12/2016 | Meeting with select core members | Discussion on 5 possible options | 13 | Discussed in detail the 5 possible options for consultation | Meeting notes |
| 10/01/2017 | Meeting with core members | Progress meeting and nominations to select Chair and Vice Chair | 40 | Discussed latest progress and possible candidates for position of Chair and Vice Chair | Meeting notes |
| 08/02/2017 | Briefing session | Briefing session ahead of the Options Appraisal scoring | | | Meeting notes |
| 20/02/2017 | Options Appraisal | Options appraisal session scoring the 5 possible options for consultation | 15 | | |
| 21/03/2017 | Meeting with core members | Update on progress | 40 | | Meeting notes |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 17/05/2017 | Visit with select core members | Visit to ambulance control | 12 | Discussion with ambulance control on how their work will link in with the work of the SR/STP and gave the group an understanding of how much the ambulance service are able to do out in the field | Meeting notes |
| 22/05/2017 | Meeting with select core members | Discussion on future steps for the whole group | 7 | | |

| 29/06/2017 | Meeting with all members | Update on progress and focus on local health and care | 15 | Presentations from Jo Cripps, Dave Fazey and Kevin McKenny | Meeting notes |
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| 28/09/2017 | Meeting with all members | Update on progress | 22 | | |
| Discussion at public board meetings | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 14/03/2016 | All boards | Distributed paper and full SR plan | | | |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 31/03/2016 | Southend CCG public board | Paper and full SR plan | | Discussed at Prog Exec on 16 May | Public minutes |
| 04/04/2016 | MEHT | Paper and full SR plan | | Discussed at Prog Exec on 16 May | Public minutes |
| 02/05/2016 | SEPT | Board response | | Discussed at Prog Exec on 16 May | Written feedback |
| 04/05/2016 | NELFT | Board response | | Discussed at Prog Exec on 16 May | Public minutes |
| | SUHFT | Paper and full SR plan | | Discussed at Prog Exec on 16 May | Public minutes |
| 04/05/2016 | Mid Essex CCG public board | Paper and full SR plan | | Discussed at Prog Exec on 16 May | Written feedback |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 16/05/2016 | Provide | Private board discussions | | Discussed at Prog Exec on 16 May | Written feedback |
| 26/05/2016 | B&B CCG | Paper and full SR plan | | Discussed at Prog Exec on 16 May | Public minutes |
| 24/08/2016 | Thurrock | Paper on case for change | | Agreed with strategic direction, but not supportive of Success Regime | Public minutes |
| 06/10/2016 | Southend CCG | Paper on case for change | | | |
| Health Overview and Scrutiny Committees | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 02/03/2016 | Essex HOSC | Summary presentation | | | Public papers and minutes |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 06/04/2016 | Southend People Scrutiny | Presentation on SR and STP | | | Public minutes |
| 14/04/2016 | Essex HOSC | Summary presentation | | | Public papers and minutes |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 01/06/2016 | Essex HOSC | Summary presentation | | | Public papers and minutes |

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| 09/06/2016 | Thurrock HWOSC | Summary presentation | | | Public minutes |
| 29/06/2016 | Essex HOSC | Update on hospital reconfiguration. | | | Public minutes. Letter to HOSC Chair responding to recommendations |
| 12/07/2016 | Southend People Scrutiny | Presentation on SR and STP | | | Public minutes |
| 07/09/2016 | Essex HOSC | | | | |
| 15/09/2016 | Thurrock HWOSC | | | | |
| 11/10/2016 | Southend People Scrutiny | | | | |
| 12/10/2016 | Essex HOSC | | | | |
| 09/11/2016 | Essex HOSC | | | | |
| 10/11/2016 | Thurrock HWOSC | | | | |
| 07/12/2016 | Essex HOSC | | | | |
| 11/01/2017 | Essex HOSC | | | | |
| 17/01/2017 | Thurrock HWOSC | | | | |
| 24/01/2017 | Southend People Scrutiny | | | | |
| 08/02/2017 | Essex HOSC | | | | |
| 15/03/2017 | Thurrock HWOSC | | | | |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 05/04/2017 | Essex HOSC | | | | |
| 11/04/2017 | Southend People Scrutiny | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 03/07/2017 | Thurrock HWOSC | | | | |
| 11/07/2017 | Southend HOSC | | | | |
| 12/07/2017 | Essex HOSC | | | | |
| 26/07/2017 | Essex HOSC | | | | |
| 07/09/2017 | Thurrock HWOSC | | | | |
| 13/09/2017 | Essex HOSC | | | | |
| 11/10/2017 | Essex HOSC | | | | |
| 18/10/2017 | Southend HOSC | | | | |

| Healthwatch | | | | | |
|---------------------|----------------------|--|------------------|---------|------------------|
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 18/03/2016 | Essex Healthwatch | Discussed Comms ops plan, SLG update and stakeholder progress update | | | Notes and emails |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 06/05/2016 | Essex Healthwatch | Discussed Comms ops plan, SLG update and stakeholder progress update. Planned research project | | | Notes and emails |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 13/05/2016 | Thurrock Healthwatch | Discussed Comms ops plan, SLG update and stakeholder progress update. Planned research project | | | Notes and emails |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 15/06/2017 | Southend Healthwatch | | | | |
| 30/06/2017 | Healthwatch Essex | | | | |

| Health and Wellbeing Boards | | | | | |
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| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 09/02/2016 | Southend HWB | | | | |
| 10/02/2016 | Joint HWB private session | | | | |
| 10/03/2016 | Thurrock HWB | Meeting in public | | | Public paper and minutes |
| 24/03/2016 | Essex HWB | Meeting in public | | | Public paper and minutes |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 07/04/2016 | Southend HWB | Discussion and feedback on SR | | | Public paper and minutes |

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| 12/05/16 - 24/06/16 | Purdah | | | | |
| 23/05/2016 | Essex HWB | Meeting in public | | | Public paper and minutes |
| 08/06/2016 | Essex HWB | Letter and response | | | Response 6/7 |
| 15/06/2016 | Joint HWB private session | Discussion and feedback on SR plan and STP | | | Notes. Presentation. My email to Ceila on 15/6 |
| 06/07/2016 | Circulated confidential STP submission | | | | email |
| 07/07/2016 | Thurrock HWB | Letter and response | | | Response 9/8 |
| 14/07/2016 | Thurrock HWB | Discussion and feedback on SR/STP | | | Public paper and minutes |
| 21/07/2016 | Essex HWB | Discussion and feedback on SR/STP | | | Public paper and minutes |
| 07/09/2016 | Southend HWB | Discussion and feedback on SR/STP | | | Public paper and minutes |
| 15/09/2016 | Thurrock HWB | | | | Public paper and minutes |
| 26/10/2016 | Essex HWB | | | | |
| 17/11/2016 | Thurrock HWB | | | | |
| 08/03/2017 | Essex HWB | | | | |
| 15/03/2017 | Thurrock HWB | | | | |
| 22/03/2017 | Southend HWB | | | | |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 21/06/2017 | Southend HWB | | | | |
| 03/07/2017 | Thurrock HWB | | | | |
| 19/07/2017 | Thurrock HWB | | | | |
| 24/07/2017 | Essex HWB | | | | |
| 06/09/2017 | Essex HWB | | | | |
| 20/09/2017 | Southend HWB | | | | |
| 22/09/2017 | Thurrock HWB | | | | |
| Discussions with staff, patient reps and community partnerships | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |

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| 10/03/2016 | Patient experience forum - run by Healthwatch Essex | Presentation by Wendy Smith | | | Meeting notes |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 22/06/2016 | Patient experience forum - run by Healthwatch Essex | Presentation by Wendy Smith | | | Meeting notes |
| 06/07/2016 | All day workshop on frailty | | | | Notes (Jane Hanvey) |
| 13/07/2016 | Essex Safeguarding Adults Board | Paper and discussion | | | Notes (Ian Stidston) |
| 13/07/2016 | Stakeholder workshop | Presentation and feedback into decision-making criteria | | Mix of partner organisations managers, clinicians and councillors, included LMC | Notes (Ben Horner) |
| 14/07/2016 | Essex Chief Officer Association | Presentation by Caroline Russell on SR and STP | | | |
| 21/07/2016 | Staff briefing BTUH | Celia Skinner | | | |
| 26/07/2016 | Staff briefing BTUH (Orsett) | Steve McManus | | | |
| 26/07/2016 | Mid Essex CCG staff briefing | | | | |
| 27/07/2016 | BB CCG staff briefing | | | | |
| 27/07/2016 | Staff workshop MEHT (morning session) | Presentation and feedback into decision-making criteria | 45 | | Notes and feedback report |
| 27/07/2016 | Staff workshop MEHT (afternoon session) | Presentation and feedback into decision-making criteria | 40 | | Notes and feedback report |
| 28/07/2016 | CP&R CCG staff briefing | | | | |
| 28/07/2016 | Staff workshop BTUH | Presentation and feedback into decision-making criteria | 35 | | Notes and feedback report |
| 29/07/2016 | Staff workshop BTUH | Presentation and feedback into decision-making criteria | 40 | | Notes and feedback report |
| 29/07/2016 | Open forum with CEO - BTUH | | | | |
| 01/08/2016 | Provide team briefings | | | | |
| 03/08/2016 | Staff workshop BTUH (Orsett) | Presentation and feedback into decision-making criteria | 26 | | Notes and feedback report |
| 04/08/2016 | CP&R CCG staff workshop | Presentation and feedback into decision-making criteria | 10 | | Notes and feedback report |

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| 09/08/2016 | Staff workshop SUHT | Presentation and feedback into decision-making criteria | 65 | | Notes and feedback report |
| 10/8//2016 | Staff workshop SUHT | Presentation and feedback into decision-making criteria | 50 | | Notes and feedback report |
| 24/08/2016 | Mid Essex JCNC | Presentation by Anita Randon | | | |
| 20/09/2016 | Chelmsford One Partnership | | | | |
| 21/09/2016 | Chelmsford workshop for vol sector - all three CVSs for Mid Essex | Presentation by Ronan Fenton | | Insights added to options development | Meeting notes. Feedback report |
| 22/09/2016 | Castle Point Association of Vol Services | Breakfast event. Presentation, drama on developments of out of hospital services and feedback | 150 | | Notes |
| 07/10/2016 | Mid Essex CCG staff workshop | Presentation and feedback into decision-making criteria | 30 | | Notes and feedback report |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 25/04/2017 | South Woodham Ferrers Health & Social Care Group | The changing face of primary and community care in South Woodham Ferrers | | | |
| 04/04/2017 | The Friends of Braintree Community Hospital | The future of our local health and care; what does the future hold? | | | |
| 12/06/2017 | North Fambridge Parish Council | Evening meeting with council members and a few members of the public | | | |
| 14/06/2017 | Living Well in Thurrock | Day event for residents of Thurrock | | | |
| 14/06/2017 | West Hanningfield Parish Council | Evening meeting with council members and a few members of the public | | | |
| 21/06/2017 | Westborough Community Association | Evening event updating local people on the current work of the SR/STP | | | Presentation |

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| 22/06/2017 | Rochford District Council | Evening meeting with council members and a few members of the public | | | Presentation |
| 26/06/2017 | Fobbing Neighbourhood Watch | Evening meeting with a member of SUAG and his local neighbourhood watch who were interested to hear the plans for the SR/STP | 47 | | |
| 04/07/2017 | Woodham Ferres parish council in Bicknacre | Evening meeting with council members and a few members of the public | | | |
| 27/09/2017 | Living Well in Thurrock | Event run by Thurrock CCG | | | |
| 17/10/2017 | Rochford District Council | Evening meeting with council members and a few members of the public | | | |

Discussions with MPs

| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
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| 24/02/2016 | Ben Gummer session with all MPs | Presentation | | | |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 25/05/2016 | Ben Gummer session with all MPs | Presentation by Andrew Pike and system leaders | | | |
| 13/09/2016 | Session with Philip Dunne and all MPs | Presentation by Clare Panniker and system leaders | | | |
| 28/04/2017 | Health summit with Sir David Amess | Andrew Pike in attendance | | | |
| 25/10/2017 | Meeting with Essex MPs | Andrew Pike, Andy Vowles and Clare Panniker in attendance | | | |

Discussions with neighbouring systems and independent professional experts

| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
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| 11/04/2016 | Regional comms network meeting | Presentation by Wendy Smith | | | Meeting notes |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 01/06/2016 | First submission to Clinical Senate | Presentation by ALG | | | Presentation. Written feedback from Clinical Senate |
| 14/06/2016 | Clinical Senate review | | | | |
| 05/07/2016 | Comms network at UCL Partners | Presentation by Wendy Smith | | | Meeting notes |

Acute Leaders Group (ALG)

| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
|------------|-----------------|-----------------------------|------------------|---------|------------------------|
| 10/05/2016 | Workshop | | | | |
| 07/06/2016 | Workshop | Presentation and discussion | | | Presentation and notes |
| 16/06/2016 | Workshop | | | | |

System Leaders Group (SLG) and wider stakeholder sessions

| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
|---------------------|--|--|------------------|--|-------------------------|
| 08/02/2016 | Meeting | Presentation and discussion | | | Presentation and notes |
| 01/03/2016 | Launch of overview plan | Presentation and discussion | | | |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 22/06/2016 | Meeting | Presentation and discussion | | | Presentation and notes |
| 27/07/2016 | Meeting | Presentation and discussion | | | Presentation and notes |
| 01/08/2016 | Meeting | Presentation and discussion | | | Presentation and notes |
| 11/08/2016 | Stakeholder workshop, including clinicians and service user reps | Half day workshop on emerging options for hospital reconfiguration | 50 | Feedback informed ongoing development, framing of options and decision-making criteria | Presentations and notes |

| 21/09/2017 | Meeting with Essex County Council Leaders | Discussion on latest STP plans | | | |
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| 02/10/2017 | Oversight of Essex Regime with Southend Council | Discussion on latest STP plans | | | |
| Discussions with clinical leads and GPs | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 25/02/2016 | Clinical and Professional Leaders Group | | | | |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 05/05/2016 | Southend CCG governing body seminar | | | Noted progress | Minutes |
| 12/05/2016 | Mid Essex CCG Board development session | Presentation by Donald McGeachy | | | |
| 12/05/2016 | Clinical Forum | Governing body and clinical leads discuss SR plans | | | |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| ??? | B&B CCG board development session | | | | |
| 21/6?? | Mid Essex GP Summit | Presentation by Donald McGeachy | | | |
| 19/07/2016 | CP&R Clinical Reference Group | Half day workshop on locality engagement | 34 | | Meeting notes. Email and presentation 15/7 |
| 25/08/2016 | Board seminar with CP&R and Southend GPs | Discussion on hospital reconfiguration with Neil Rothnie | | | Notes |
| 01/09/2016 | Seminar with Southend lead GPs | Discussion on case for change | | | Paper and notes |
| 02/09/2016 | Results of GP and practice staff survey | Shows views on development of localities | 125 | | email and survey report |
| 20/09/2016 | GP meeting Southend | Wider GP engagement with Ronan Fenton | | | email and notes |
| 28/09/2016 | Thurrock clinical executive | GP engagement | | | email and notes |
| 12/10/2016 | Locality commissioning group (Rayleigh and Rochford) | Wider GP engagement with Ronan Fenton | | | email and notes |

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| | Locality commissioning group (Castle Point) | Wider GP engagement with Ronan Fenton | | | email and notes |
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| Meetings with independent chair | | | | | |
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| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
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| 10/05/2016 | Thurrock | | | | |
| 10/05/2016 | Healthwatch Thurrock | Discussion on public engagement | One to one | | |
| 01/08/2016 | All three HWB chairs | Discussion on STP | Private group | | |
| 16/08/2016 | SWF Health and Care Group | Discussion on STP | Private group | | |
| 31/10/2017 | HWB Chairs | Teleconference with the 3 HWB Chairs | | | |

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| Communications and Engagement Group | | | | | |
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| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
|---------------------|---|---|------------------|------------------|-------------------------------------|
| 21/01/2016 | Teleconference | | | | |
| 18/02/2016 | Group meeting | | | | |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 28/04/2016 | Workshop on comms and engagement | | | | Notes |
| 12/05/2016 | Teleconference | Discussion of Comms ops plan and SR progress update | | | Agenda email and notes (CO emailed) |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 24/05/2016 | Teleconference | | | | |
| 07/06/2016 | Teleconference | Updates and programme next steps | | | Planned engagement activities |
| 14/06/2016 | Teleconference with acute comms leads | Discuss internal engagement | | Workshops agreed | email 13/6 |
| 14/06/2016 | Engagement plan for primary care workstream | Included engagement to date and next steps | | | Doc and email |

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| 16/06/2016 | Group meeting | Progress update, planning for engagement | | Engagement plan updated and sent to Prog Exec for 20 June meeting | Agenda. V3 Operational Plan milestones. Notes (CO emailed) |
| 30/06/2016 | Engagement plan for frailty | Included engagement log and forward plan | | | Docs and email |
| 05/07/2016 | Teleconference | Progress update, planning for engagement | | | Agenda email 30/6 |
| 07/07/2016 | Update on comms from Thurrock | Quarterly newsletter and website page from Sept. | | | email |
| 20/07/2016 | CCG comms leads meeting | | | | email |
| 20/07/2016 | Teleconference | | | | Notes |
| 17/08/2016 | Teleconference | | | | Agenda and summary plan |
| 31/08/2016 | Teleconference | | | | Agenda email 31/8 |
| 14/09/2016 | Group meeting | Progress update. Planning for public workshops | | | Agenda email 13/9 |
| 01/03/2017 | Group meeting | Progress update | | | Meeting papers |
| 24/03/17 - 06/05/17 | Purdah | | | | |
| 05/04/2017 | Group meeting | Progress update | | | Meeting papers |
| 27/04/17 - 08/06/17 | Purdah | | | | |
| 03/05/2017 | Teleconference | Progress update | | | Meeting papers |
| 08/06/2017 | Group meeting | Progress update | | | Meeting papers |
| 05/07/2017 | Group meeting | Progress update | | | Meeting papers |
| 04/10/2017 | Group meeting | Progress update | | | Meeting papers |
| 01/11/2017 | Group meeting | Progress update | | | Meeting papers |
| Published briefings, press releases and media activity | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 19/02/2016 | Press release | Independent chair appointed | | | Press release |
| 24/03/16 - 06/05/16 | Purdah | | | | |
| 28/04/2016 | Press release | New CEO for MEHT | | | Press release |

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| 07/05/2016 | Radio interview | BBC Click / Prof Tony Young re technological advances within SR | | | Email |
| 11/05/2016 | Progress update | Sent to all stakeholders and staff | | | Document and emails |
| 12/05/2016 | Updated overview for discussion and feedback | Published on website | | | Document and emails |
| 12/05/16 - 24/06/16 | Purdah | | | | |
| 13/05/2016 | Press interview and press release on Frailty | Dr Bryan Spencer on Frailty | | Echo coverage 16/5 | emails and press release |
| 19/05/2016 | Follow up on progress update re pain and dermatology and frailty | Written statement from Dan Doherty | | | |
| 23/05/2016 | Follow up on progress update re future of A&E | Written statement from Neil Rothnie | | Echo coverage 3/6 - good representation of the plan | emails and cutting |
| 08/06/2016 | BBC Essex phone-in re A&E | Calls generally with agreement that things should be diverted from A&E | | Radio phone in | email record |
| 08/06/2016 | BBC TV and radio all day filming in A&E | Interviews with frontline staff, Celia Skinner and Clare Panniker | | BBC Look East and BBC Essex | Video recording (Ian Lloyd) |
| 15/06/2016 | Response to enquiry | Reiteration of A&E plans | | Echo coverage | emails |
| | | | | Published by Healthwatch Essex | Podcast recording |
| 10/07/2016 | Press release | Making film about frailty | | Echo coverage | email |
| 11/07/2016 | Podcast on Frailty | Published on Healthwatch website | | | |
| 22/08/2016 | Fliers and posters | Key points and dates of open workshops | | | Documents |
| 02/09/2016 | Follow up on HWB progress update paper | Written response with various quotes | | Covered in Echo 5/9 - positive spread | Written response in 2 emails |
| 05/09/2016 | Enquiry about funding crisis (prompted by 38 degrees) | Written response | | Covered in Echo | email |
| 07/09/2016 | Briefing for BBC East (Nikki Fox) | Session going through options development | | Planned filming for STP | emails |
| 12/09/2016 | National press release featuring our engagement work on SR/STP | National release | | | emails |
| 12/09/2016 | Response to national story re hospital at breaking point | Written quote for Echo | | | emails |
| 15/09/2016 | GP comments film | Published on Healthwatch website | | | |

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|--|------------------------|---|-------------------------|----------------|----------------|
| 16/09/2016 | Press release | How to have your say. Details of public workshops | | | press release |
| 11/11/2016 | Progress update | | | | |
| Meetings with local campaign groups | | | | | |
| Date | Group / meeting | Description | No. of attendees | Outcome | Sources |
| 12/10/2017 | Save Southend A&E | Meeting with Mike Fieldhouse and two other members with Clare Panniker and Tom Abell to discuss the plans for the STP | 6 | | |