

<b>Sub-Committee Report</b>	
<p>This Report is to assure the Governing Body that the committee has formally met in accordance with their terms of reference and to advise Governing Body members of the business transacted at the most recent meeting.</p> <p>The Governing Body is asked to note the business discussed and to raise any questions in relation to the same.</p>	
<b>Title of Sub-Committee</b>	Patient and Public Engagement Committee (PPEC)
<b>Date Meeting Held</b>	4 April 2019
<b>Chaired By</b>	Alison Borrett, Lay Member for Patient and Public Engagement
<b>Aligned Executive Director</b>	Jane Meggitt, Director of Partnership Engagements and Communications
<b>Quoracy</b>	The meeting was quorate
<b>Conflicts of Interest declared</b>	None
<b>Key Decisions Made</b>	<ol style="list-style-type: none"> <li>1. Approval of minutes from meeting held on 19 February 2019</li> <li>2. Noting of work involved in submission for Improvement and Assessment Framework (IAF) Patient and Community Engagement Indicator for 2018/2019</li> <li>3. Noting activity and work undertaken for the Dunstable Hub Consultation and Biddenham New Build patient survey</li> <li>4. Approval of the Revised Terms of Reference for the committee</li> <li>5. Approval of the briefing paper outlining training required for committee members</li> </ol>
<b>Items requiring approval by the Governing Body</b>	The Governing Body are required to approve the Patient and Public Engagement Committee's revised Terms of Reference.
<b>Delegated decisions requiring ratification by the Governing Body</b>	No delegated decisions require ratification by the Governing Body.

<b>Policies Ratified for noting by the Governing Body</b>	No ratified policies require noting by the Governing Body.
<b>Risks identified during the meeting</b>	No risks were identified during the meeting.
<b>Financial implications identified during the meeting</b>	None