

Formal public consultation activity schedule



- MP/Councillor Engagement (including Town and Parish Councils)
- Statutory meetings
- Healthwatch events
- Public Exhibitions: currently 8 events
- Pop-Ups (signposting public events and raising awareness of the consultation/survey): 50 Pop-Ups + additional by each CCG
- Staff drop-ins to supplement face to face briefings
- Patient groups
- Seldom Heard groups
- Voluntary, Community and Social Enterprise Sector

- A series of face to face staff drop-in sessions is being arranged for prior to and throughout the consultation
 - Confirmed with SaTH (x2), CCGs (x 2), in discussion with Shropcom, SSSFT, RJAH, councils (x2)
- Public exhibition event briefings (face to face) arranged for SaTH clinicians, CCG and SSP staff supporting the events
- Additional venue-specific email briefings will be provided prior to each event following completion of the risk assessment and any additional arrangements
- Communications toolkit will be issued at key points throughout the consultation. To include:
 - Content for newsletters, staff and GP briefings, friends and family Q&A, stakeholder letters, social media, etc



**Consultation
briefings -
staff**

- Councillor briefings have been arranged:
 - Shropshire Full Council
 - Telford & Wrekin Council; three party-specific briefings
- MP briefings will continue face to face and fortnightly email updates
- Councillors and MPs will be informed of public exhibition events in their wards/constituencies
- Information will also be provided to prospective parliamentary candidates
- Additional briefings include SALC and discussions with LJs etc
- Communications toolkit will be issued at key points throughout the consultation. To include:
 - Content for newsletters, staff and GP briefings, friends and family Q&A, stakeholder letters etc




**Consultation
briefings –
councils and
MPs**

- Voluntary and community sector briefings:
 - Shropshire (24th May), T&W (25th May), Powys TBC
- We are working with the VCSE sector to reach seldom heard groups:
 - Commissioning three VCSE organisations to deliver focus groups across Shropshire, T&W and mid-Wales
 - Mid-point review will inform further activity
- Additional team activity will be developed with involvement experts
- Refreshed Equality Impact Assessment will inform all activity
- Communications toolkit will be issued at key points throughout the consultation. To include:
 - Content for newsletters, staff and GP briefings, friends and family Q&A, stakeholder letters, social media, etc



**Consultation
briefings -
VCSE**

- A new Future Fit website will go live at the start of the consultation - www.nhsfuturefit.org
- Consultation documents, including Large and Summary Consultation documents, surveys, (Easy Read, Word and large print versions), videos will all be available on the website
- Background documents about how we have got to where we are will also be made available to ensure people have sufficient information to provide feedback
- A FAQ will be updated throughout the consultation period to answer additional questions that may be raised
- Social media, PR and website will include dates of all events and meetings we will be attending throughout the consultation



Consultation materials

14-Week Public Consultation: Start date 30 May 2018, ends MIDNIGHT 4 September

Key					
WK	Date	Day	Shropshire	Telford & Wrekin	Mid Wales
	30-May	Wednesday	Announce Start of Consultation	Announce Start of Consultation	Announce Start of Consultation
					Newtown patient forum
	31-May	Thursday	SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	PTHB Board Meeting: Bronllys Hospital
					Mid Powys GP Cluster Meeting
			SATH: FORMAL TRUST BOARD (PRH)	SATH: FORMAL TRUST BOARD (PRH)	SATH: FORMAL TRUST BOARD (PRH)
	01-Jun	Friday			
	02-Jun	Saturday	AM Pop-up event Shrewsbury: Tesco PM Pop-up event Shrewsbury: Town Centre	AM Pop-up events Telford: Asda PM Pop-up events Telford: Town Centre	
	03-Jun	Sunday			
	04-Jun	Monday		Telford CCG Staff Briefing at Staff Huddle	PTHB Staff Pop-In events in Welshpool, Newtown and Llandiloes
			SALC (TBC)	SALC (TBC)	
	05-Jun	Tuesday	Shropshire CCG Staff Briefing	Stirchley Pop-Up AM Woodside Pop-Up PM	Powys CHC Full Council
					Mid Wales Joint Committee (NB new name for Mid Wales Collaborative)
	06-Jun	Wednesday		Pop-up event Telford (AM)	Powys CHC Drop-in at Machynlleth Market
				Public Exhibition TELFORD	
				Telford & Wrekin's Health & Wellbeing Board	
				Telford Patient Group monthly meeting: Dawley Town Hall	

Week 2

	07-Jun	Thursday	Public Exhibition SHREWSBURY		
	08-Jun	Friday	Broseley Pop-Up AM Ditherington Pop-Up PM		
			SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)	
	09-Jun	Saturday			
	10-Jun	Sunday			
Week 3	11-Jun	Monday	SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	PTHB Staff Engagement: Innovation Event
	12-Jun	Tuesday			
	13-Jun	Wednesday	Shropshire CCG Board		Machynlleth Pop-Up AM Llanidloes Pop-Up PM
	14-Jun	Thursday		Brookside Pop-Up AM Dawley Pop-Up PM	PTHB Engagement Event at Newtown Tesco with Alzheimer's Society
	15-Jun	Friday			
	16-Jun	Saturday			
	17-Jun	Sunday			
Week 4	18-Jun	Monday			Our Big NHS Change expo event in Machynlleth
	19-Jun	Tuesday	SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)	Powys CHC Executive Committee
			Pan Disability Forum Shropshire	Pan Disability Forum Shropshire	
	20-Jun	Wednesday	Shropshire Patient Group Monthly Meeting	Chamber of Commerce Telford Network (TBC)	PTHB Staff Engagement Chat to Change
			Meole Brace Pop-Up AM Pontesbury Pop-Up PM	COG Board Meeting	
	21-Jun	Thursday			TBC: PTHB Staff Pop-in event in Welshpool,
					PTHB staff engagement - North Locality Meeting
	22-Jun	Friday		Donnington Pop-Up AM Newport Pop-Up PM	
	23-Jun	Saturday			AM Pop-up events Newton: Town Centre, Morrisons PM Pop-up events Newton: Town Centre, Bear
24-Jun	Sunday				

Week 5	26-Jun	Tuesday		T&W Senior Citizen Forum: PM	
	27-Jun	Wednesday	Chamber of Commerce Shrewsbury Network (TBC)		Montgomery Pop-Up AM Caersws Pop-Up PM
			SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	
	28-Jun	Thursday	Church stretton Pop-Up AM Craven Arms Pop-Up PM		Public Exhibition NEWTOWN
					Powys partner engagment: Public Service Board and Wellbeing Plan Launch
	29-Jun	Friday		Homelessness Conference (TBC)	
	30-Jun	Saturday	AM Pop-up events Ludlow: PM Pop-up events Ludlow:		
	01-Jul	Sunday			
Week 6	02-Jul	Monday			
	03-Jul	Tuesday			
	04-Jul	Wednesday	Public Exhibition LUDLOW	Telford Patient Group monthly meeting	Llanidloes Patient Forum
	05-Jul	Thursday	Chamber of Commerce Oswestry Network (TBC)		Awareness raising at NHS70 Cymru events
			SATH: FORMAL TRUST BOARD (RSH)	SATH: FORMAL TRUST BOARD (RSH)	SATH: FORMAL TRUST BOARD (RSH)
			Shropshire Council - Health & Wellbeing Board		Llanrhaedr Pop-Up AM Llanyllin Pop-Up PM
			SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)	
	06-Jul	Friday			
Week 7	07-Jul	Saturday	NHS70 Charity Day at SaTH	AM Pop-up events Wellington: PM Pop-up events Wellington:	
	08-Jul	Sunday		Lion's Day (Wellington)	
	09-Jul	Monday			Machynlleth Communications Group
	10-Jul	Tuesday		Telford CCG Board meeting	Powys CHC Meeting - Montgomeryshire Committee
				Telford Mental Health Forum (TBC)	Llanfyllin Patient Forum
	11-Jul	Wednesday	Chamber of Commerce Shrewsbury Network (TBC)	Public Exhibition WELLINGTON	PTHB Staff Engagement - Executive Management Group
		Shropshire CCG Board			
	12-Jul	Thursday		Arleston Pop-Up AM Ketley Pop-Up PM	Powys County Council - Full Council Awareness Stand

Week 7			Shropshire CCG Board		
	12-Jul	Thursday		Arleston Pop-Up AM Ketley Pop-Up PM	Powys County Council - Full Council Awareness Stand
				Chamber of Commerce Telford Network (TBC)	Powys CHC Radnorsire and Brecknock Committee
	13-Jul	Friday	MP briefings at Shirehall		
			SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	
	14-Jul	Saturday			
	15-Jul	Sunday			
Mid-point review					
Week 8	16-Jul	Monday	SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)	
	17-Jul	Tuesday	Bishops Castle Pop-Up AM Clun Pop-Up PM		Machynlleth Patient Forum
	18-Jul	Wednesday			PTHB Staff Engagement - Chat to Change
	19-Jul	Thursday	Chamber of Commerce Oswestry Network (TBC)		Welshpool Pop-Up AM Llanfair Pop-Up PM
					Powys CHC Executive Committee and Service Planning Committee
	20-Jul	Friday			
	21-Jul	Saturday	AM Pop-up events Bridgnorth: PM Pop-up events Bridgnorth:		
	22-Jul	Sunday			
Week 9	23-Jul	Monday			
	24-Jul	Tuesday	Cleobury Mortimer Pop-Up AM		
			SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	
	25-Jul	Wednesday	Public Exhibition BRIDGNORTH		PTHB Board Meeting: Llandrindod Wells
	26-Jul	Thursday	Gobowen Pop-Up AM Whitchurch Pop-Up PM		Newtown patient forum
	27-Jul	Friday			
	28-Jul	Saturday	AM Pop-up events Market Drayton: PM Pop-up events Market Drayton:		
29-Jul	Sunday				

Week 10	30-Jul	Monday		
	31-Jul	Tuesday		
	01-Aug	Wednesday		Telford Patient Group monthly meeting
			SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)
	02-Aug	Thursday	Public Exhibition MARKET DRAYTON	
	03-Aug	Friday		Lawley Pop-Up AM Madley Pop-Up PM
	04-Aug	Saturday		
	05-Aug	Sunday		
Week 11	06-Aug	Monday		
	07-Aug	Tuesday		
	08-Aug	Wednesday	Shropshire CCG Board meeting	Oakengates Pop-Up PM
	09-Aug	Thursday	SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)
	10-Aug	Friday		
	11-Aug	Saturday	AM Pop-up events Oswestry: PM Pop-up events Oswestry:	
	12-Aug	Sunday		
Week 12	13-Aug	Monday		
	14-Aug	Tuesday		
	15-Aug	Wednesday	Public Exhibition OSWESTRY	
	16-Aug	Thursday		
	17-Aug	Friday	Attingham Park Pop-Up AM Much Wenlock Pop-Up PM	
			SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)
	18-Aug	Saturday		
19-Aug	Sunday			

Week 13	20-Aug	Monday	SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	
	21-Aug	Tuesday	Wem Pop-Up AM Ellesmere Pop-Up PM		
	22-Aug	Wednesday			
	23-Aug	Thursday			
	24-Aug	Friday	VCSA Board Meeting		
	25-Aug	Saturday			
	26-Aug	Sunday			
Week 14	27-Aug	Monday	BANK HOLIDAY	BANK HOLIDAY	BANK HOLIDAY
	28-Aug	Tuesday	SPP Roadshow: RSH (Clinical/technical)	SPP Roadshow: PRH (workforce)	
	29-Aug	Wednesday			
	30-Aug	Thursday	SATH: FORMAL TRUST BOARD (RSH)	SATH: FORMAL TRUST BOARD (RSH)	SATH: FORMAL TRUST BOARD (RSH)
	31-Aug	Friday			
	01-Sep	Saturday			
	02-Sep	Sunday			
	03-Sep	Monday			
	04-Sep	Tuesday	SPP Roadshow: RSH (workforce)	SPP Roadshow: PRH (Clinical/technical)	
			LAST DAY OF CONSULTATION	LAST DAY OF CONSULTATION	LAST DAY OF CONSULTATION

Notes:

- 18 additional T&W Pop-Up events have been agreed
- Possible 18 additional Shropshire Pop-Up events to be discussed
- 23 Local Joint Committee Meetings to be included - TBD
- SALC Joint meeting with Shropshire and T&W agreed to be held at Wroxeter Hotel - date TBC
- Shropshire Senior Citizens Forum to be contacted (Albrighton Branch of Shropshire Seniors to be contacted)

- A mid point review will take place to analyse consultation data including equalities data to:
 - Assess and inform further engagement activities
 - Timing and process to be agreed
- Post consultation collation and analysis
 - Timing and process to be agreed
 - Preparation of consultation draft report to include all collation and analysis of feedback received (6-8 weeks, possibly longer depending on amount and type of feedback received).
 - The detailed timeline and process post-September will be discussed at the Programme Board on 23rd May.

**Mid point
review and
post
consultation**