# Public Involvement and Engagement Advisory Committee

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| **Date of meeting** | 20 October 2022 |
| **Title of paper** | Terms of Reference of the Public Involvement and Engagement Advisory Committee |
| **Presented by** | Neil Greaves, Director of Communications and Engagement |
| **Author** | Pam Bowling, Corporate Office Team Leader |
| **Agenda item** | 8 |
| **Confidential**  | No |

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| **Purpose of the paper** |
| To review the Terms of Reference and Membership of the Public Involvement and Engagement Advisory Committee (PIEAC) and to approve the inclusion of representatives from Healthwatch and VCFSE in the membership. |
| **Executive summary** |
| The attached Terms of Reference of the Public Involvement and Engagement Advisory Committee were approved by the Board on 1 July 2022. Discussions were held at the Public Involvement and Engagement Advisory Committee workshop on 29 September 2022 regarding the membership. It was proposed that the following be included in the membership of the Committee:* Healthwatch representative – David Blacklock
* VCFSE representative – request to identify a representative to be sent to VCFSE Alliance

A further review of the committee Terms of Reference to be undertaken in six months’ time. |
| **Recommendations** |
| The committee is asked:1. Review the Terms of Reference
2. To approve the inclusion of a Healthwatch representative and VCFSE representative in the membership.
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| **Governance and reporting** (list other forums that have discussed this paper) |
| **Meeting** | **Date** | **Outcomes** |
| PIEAC Workshop | 29/9/22 | Propose to increase the membership |

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| **Conflicts of interest identified** |
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| **Implications**  |
| If yes, please provide a brief risk description and reference number | **Yes** | **No** | **N/A** | **Comments** |
| Quality impact assessment completed |  |  | N/A |  |
| Equality impact assessment completed |  |  | N/A |  |
| Data privacy impact assessment completed |  |  | N/A |  |
| Financial impact assessment completed |  |  | N/A |  |
| Associated risks |  |  | N/A |  |
| Are associated risks detailed on the ICB Risk Register? |  |  | N/A |  |
| **Report authorised by:** |  |