

WILSON WELLBEING STEERING GROUP MEETING AGENDA

DATE: Wednesday 15 January 2020

TIME: 5.30 – 7.30 pm

PLACE: Wilson Wellbeing space, The Wilson Hospital, Cranmer Rd, CR4 4LD

NB: PLEASE WALK AROUND THE RIGHT-HAND SIDE OF THE MAIN BUILDING (AS YOU FACE IT) WHERE YOU WILL FIND AN OPEN BLUE DOOR. DIRECT ACCESS TO THE WELLBEING SPACE IS THROUGH THAT DOOR. (Please don't use the Main Hospital Reception).

TIMING	ITEM FOR DISCUSSION	ITEM LEAD
5.30 – 5.35 pm	Welcome and “Housekeeping”	(Interim Chair)
5.35 – 5.50 pm	Minutes of the last meeting <ul style="list-style-type: none"> Accuracy: to identify any changes and agree as a final version; Matters arising and Actions: to review. 	(Interim Chair)
5.50 – 6.10 pm	Ways of Working/Chair <ul style="list-style-type: none"> To agree the final draft document; To identify a Chair. 	(Interim Chair)
6.10 – 6.30 pm	Wellbeing Space Usage <ul style="list-style-type: none"> To review draft Hire documents (x3) Review other outstanding issues. 	Sue Tappenden
6.30 – 6.40 pm	Comfort break	
6.40 – 7.10 pm	Communication with the community To develop a plan to let the community know about the Wellbeing initiatives that are currently underway <ul style="list-style-type: none"> Agreed messages so far; What and how to communicate them; Space usage messaging; Publication of Agendas/Minutes (timing) 	(Interim Chair)
7.10 – 7.15 pm	Any other (brief) matters	All
7.15 – 7.30 pm	10-Minute Meditation	Corina Pall

Wellbeing Steering Group meetings take place on the 3rd Wednesday of each month.