

Audience	w/c 12 Jan	w/c 19 Jan	w/c 26 Jan	w/c 2 Feb	w/c 9 Feb	w/c 16 Feb	w/c 23 Feb	w/c 2 Mar	w/c 9 Mar	w/c 16 Mar	w/c 23 Mar	w/c 30 Mar
Patients/Patient Groups (children, adults and older people)		Letter from Chris/Maggie and copy of first newsletter Newsletter and engagement plans on LTHT and NHSL websites Telephone call from Chris to involved stakeholders/parent Flyers advertising public drop-ins to be circulated round patient waiting areas/GP practices etc	Targeted engagement with patient groups throughout remainder of Jan/Feb 09 - specific dates to be confirmed		Public drop-in	Newsletter	Public drop-in		Public drop-in	Newsletter		
Community & Voluntary organisations (to include children's, adult and older peoples' groups)		Letter from Chris/Maggie and copy of first newsletter Newsletter & engagement plans on LTHT and NHSL websites	Targeted engagement throughout remainder of Jan/Feb (specific dates to be confirmed)		Public drop-in	Newsletter	Public drop-in		Public drop-in	Newsletter		
General Public		Flyers advertising public drop-ins circulated to libraries/one-stop shops etc Newsletter and engagement plans on LTHT and NHSL websites			Public drop-in	Newsletter made available via websites	Public drop-in		Public drop-in	Newsletter made available via websites		
Media		Press release promoting engagement, drop-ins, engagement so far, commitment to involving people - sent after stakeholders notified		Press release reminder of drop-ins		Newsletter				Newsletter		

MP's		Letter from Chris/Maggie and copy of first newsletter Copy of press release		Copy of press release		Newsletter				Newsletter			
Scrutiny Board	Copy of draft newsletter and engagement plans	Letter from Chris /Maggie and copy of first newsletter Copy of press release	Attend Scrutiny	Copy of press release		Newsletter				Newsletter			
Councillors/Local Area Committees/Parish Councils		Letter from Chris/Maggie and copy of first newsletter Copy of press release		Press release		Newsletter				Newsletter			
Partners		Letter from Chris/Maggie and copy of first newsletter Copy of press release				Newsletter				Newsletter			
GPs - via Practice Managers		Letter from Chris/Maggie and copy of first newsletter				Newsletter/update via practice bulletin				Newsletter/update via practice bulletin			
LCD/NYED (out of LMC	Book slot at Feb LMC	Flyers about drop-ins											
LMC		Letter from Chris/Maggie and copy of first newsletter Copy of flyer for drop-in Copy of press release	PBC event			Newsletter				Newsletter			
PBC		Letter from Chris/Maggie and copy of first newsletter Copy of flyer for drop-in Copy of press release	PBC event			Newsletter				Newsletter			
Staff		Email link to internet sites highlighting work to date, newsletter etc				Email link to updated internet sites				Email link to updated internet sites			