| **Action** | **Tasks** | **Intentions and Objectives** | **Outcomes** | **Time scale** | **Lead** | **Resources** |
| --- | --- | --- | --- | --- | --- | --- |
| Review current practice  | Map the organisations in Wessex that undertake public involvement and engagement work linked to health and care research.Identify opportunities for collaborative work to support the BRC and CRF work streams. | PPIEP a.  | Collate and report information gained across stakeholder groups (e.g. public partners, academics, clinicians, VCSEs) to inform the development of the PPIE(P) Academy  | By Summer 23 | PPIE lead | PPIE(P) staff portfolio |
| Meet with BRC and CRF stakeholder groups to: * Record best practices and identify need
* Maintain ongoing activity, e.g. CRF PRES and local participant experience surveys
 | PPIEP a. | Ongoing | PPIE lead | PPIE(P) staff portfolio |
| Co-create case studies and/or communications to illustrate the work taking place | PPIEP c. | Podcast Newsletter In line with BRC and CRF comms strategies | From Apr 23 | PPIE leadCommunity Panel representatives | PPIE public contributorbudget  |
| Enhance networks  | Ensure PPIE(P) officer and public contributor representation at key networks | PPIEP a, e | Wessex PINNamed BRC public contributor representative Named CRF public contributor representative PPIE leads across WessexCommunity engagement DorsetResearch Collaborative H&IoW ICS | Ongoing | PPIE leadCommunity Panel representatives | PPIE public contributorbudget |
| Collaborate on joint bids and initiatives with current NIHR organisation partners  | PPIEP a, e | Host the Wessex PIN coordinatorArts based PPIE activity with RDSPatients from BRC PCC theme recruited to support this work | Current to Sep 23 Summer 23 Report to funder Sep 23 | PPIE leadCommunity Panel representatives | PPIE public contributorbudget |
| Collaborate on joint bids and initiatives with current non-NIHR organisation partners | PPIEP a, e | Partnership working with Bournemouth University on duty of care and co-production | Ongoing | PPIE leadCommunity Panel representatives | PPIE public contributorbudget |
| Develop new partnerships | Collaborate with partners in strategically relevant organisations, e.g. ICSs, AHSN, WHP | PPIEP c, eEDI 8b,c Dec 22 – Apr 24 | ICS REND Raising Voices in Research initiativeAdoption of Pledge for the PPIE(P) AcademyInvolve seldom heard VCsEs that directly inform the work of the BRC themesand individual CRF, vaccination hub trailsLeading on making data and AI more accessible with AHSN, researchers and public partnersArts based initiatives WHP and engaged medicine University of Southampton (UoS) | Jan - Mar 23Mar 23Jun 23Summer 23 | PPIE leadCommunity Panel representativesCommunity Engagement Manager | PPIE public contributorBudgetSuccessful bid from UoS |
| Creation of the Patient and Public Involvement, Engagement and Participation (PPIE(P)) Academy | Run initial workshops on co-production and building the PPIE(P) Academy | PPIEP a, c | Online workshops with community panelIn person co-production workshop and round table discussionPlanning with public partners | Spring 23Apr 23Apr 23 - ongoing | PPIE lead,Community Panel representatives,Community Engagement Manager and research community partners | PPIE public contributorbudget |
| Take workshops on co-production and building the PPIE(P) Academy into under-served communities and groups  | PPIEP a,dEDI 8b, c Dec 22 – Apr 24 | Planning with VCSEs and public partners | Apr 23 - ongoing |
| Bringing multi stakeholder groups together to co-produce the vision and work programme for the PPIE(P) Academy through the appreciative inquiry process. | PPIEP e, h EDI 3ci & ii(Apr 2023 – Apr 2025) | Vision agreedWork programme for first year agreed | Summer 23Winter 23 |
| Democratically create PPIE(P) Academy governance structure and working groups | PPIEP e | Governance structure in placeAgreed working groups in placeDetermine the representation of BRCDetermine the representation of CRF | Winter 23 |
| Soft launch of PPIE(P) Academy  | PPIEP cEDI 8b, c Dec22 – April 24 | Initial activities that are co-designed and co-deliveredFocus on audiences in underserved communities | March 2024 |
| Community Panel  | Co-produce a recruitment strategy with current panel members which takes account of the demographic needs of the research undertaken by the BRC and CRF | PPIEP a, d EDI 1 b iii(Jan 2023 - Mar 2025) | Set up a PPIE(P) Academy working groupBuild activity into work programme for first year agreedPlan and implement specific recruitment activities within the CRF  | Summer 23 | PPIE Lead. Community Engaement Manager and Community Panel representatives | PPIE public contributorbudget |
| Have open discussions to agree what types of, and how, we collect diversity data about panel members | PPIEP dEDI 1 b iii(Jan 2023 - Mar 2025) | PPIE public contributorbudget |
| PPIE(P) Advisory Board | The Community Panel will collectively nominate public partnership representatives of the BRC and CRF to attend and contribute strategically  | PPIEP e, fEDI 8b,c Dec 22 – Apr 24 | Agree process with public partnersThe Advisory Board is: * Operational
* Has agreed processes
* Includes contributors from diverse backgrounds
* Strategic and operational groups report benefit

The panel has public/patient representatives from BRC themes and CRF trials | Jul 23From Sep 23 | PPIE Lead and Community Panel Representatives | PPIE public contributorbudget |
| Build a high-quality PPIE(P) team | Select, interview and recruit to new posts with public partners | PPIEP c | Public partners on interview panels Public Partners take part in interactive interview activity | Ongoing From Sep 23 | Head of SCREIPPIE Lead | PPIE public contributorbudget |
| Create innovative models for delivering activity through PPIE(P) officer roles | PPIEP d, fEDI 8 b, c Dec 22 – Apr 24 | Split a 1.0FTE into short-term, part-time posts to diversify workforce within available resource Recruitment of ECR from BRC Recruitment of public members from specificTrails activity Theme study activityPublic contributors to co-design and co-deliver at stakeholder days  | Ongoing from Jun 2309.10.23 | Head of SCREIPPIE Lead | PPIE(P) staff portfolio  |
| Provide PPIEP officers with high quality CPD opportunities that promote and exemplify: * Public partnership

co-production * A duty of care
* Inclusivity and accessibility
* Equity and diversity
* Evidencing impact
 | PPIEP a, e | As resource allows substantive staff undertake:* Oxford University Introduction to Qualitive Research
* Bournemouth University CPD unit
* All new staff to undertake CRF induction programme

  | 4 staff – Apr 231 staff – May 231 staff – Oct 23 | Head of SCREIPPIE Lead | Non-pay PPIE(P) staff portfolio |