**Volunteer Innovators Programme – Restraint Debrief Volunteer Project**

**Steering Group Meeting – Date/Time**

**Location:**

**Agenda**

**Members:**

Sophie Stout (Ward Manager), Kevin Cann (Risk and Patient Safety Manager), Sharon Fox (Head of Nursing – Acute), Desiree Benson (Helpforce Regional Lead), Martin Delgado (Volunteer), Dean Moriarty (Volunteer), Nicola Ballingall (Quality Improvement Coach), Mary Delor (Project Manager), Joanne Scott (Voluntary Services Manager), Dean Howells (Director of Nursing), Suzie Willis (Head of Occupational Therapy & Arts Therapy), Lilian Irish (Ward Manager), Beata Chrzastek (Ward Manager)

1. Volunteer Feedback
2. Project Manager/Voluntary Services Manager update
* Data update
* Debrief volunteer recruitment update
* Volunteer reflective space update
* Any other updates
1. Communications plans/update
2. Reports discussion (as required)
3. A.O.B

**Next meeting: Date/Time**