**Key points GCPCNG meeting 24th August 2018**

Terms of Reference of GCPCNG

* Agreed
* Review – may need longer than 1 year before review
* Reporting structure – perhaps no need for this given the (current) composition of the group
* Membership – currently felt to be appropriate
* Chair – broad agreement that EP will continue in this role
* Administrative support – NHS GGC willing to supply this
* Meeting space – hospices in the Glasgow & Clyde area willing to offer this

Communication across Glasgow & Clyde area

* Most of the meeting comprised discussion around this issue
* Extended comments are in the updated [G&C area palliative care communication web concept](http://www.palliativecareggc.org.uk/wp-content/uploads/2017/08/GC-area-palliative-care-communication-web-concept-post-meeting.docx)
* [Draft list of organisations/groups/structures/key individuals](http://www.palliativecareggc.org.uk/wp-content/uploads/2017/08/gcpcng_key_contacts_list_001.xlsx) updated following suggestions at GCPCNG meeting

Communication within organisations/groups/structures

* Accepted as issue for organisation/group/structure

Communication out with Glasgow & Clyde area

* Brief discussion around this area
* List of possible external structures to be generated

Next meeting

* 10:00 – 12:00 Tuesday 20th February 2018
* Ardgowan Hospice (tbc)