



Bradford District Assembly
the voluntary and
community sector together

Forum/Assembly Representative Feedback Report

Please provide a brief summary of meetings you have attended on behalf of the Assembly/VCS Forum. This report will be used to inform the Assembly Steering Group/Forum that you represent. The information contained within it will be posted on the Bradford Assembly website www.bradfordassembly.org.uk. If you wish to report on something confidential, please **mark this clearly**.

Return your completed form to wendy@cnet.org.uk

Name of Representative	Paul Stephens
E mail / contact details	pauls@cabad.org.uk
Title of the board / group you sit on	Integrated Workforce Programme Board
Date the meeting took place	3 rd October 2019
Date of next meeting	7 th November 2019
Did you receive the meeting papers in time to have a pre-meeting?	I received papers but did not have a pre-meeting.

1. What was the purpose of the meeting?

This was the regular IWPB monthly Board meeting

2. Main areas of discussion (bullet points).

- **Apprenticeships – levy**

WY&H Excellence Centre presented on the apprenticeship levy which incorporates the 4 strategic work themes:

1. Maximising the contribution of the current health and care workforce
2. Get more people into training for a future career in health and care
3. Grow apprenticeships across the health and care system and make use of levy
4. Review strategy, vision and alignment of WYHEC

The background is across West Yorkshire & Harrogate, key Trusts and Local Authorities committed to 'gift' £884,000 of unused levy funds to pay for apprenticeship training in the wider health and social care sector, to date 190 apprenticeships have been identified and are hoping to start by April 2020.

The focus of discussion was 'what can be done to promote and engage more in the Bradford District and Craven region, ensuring that smaller employers aren't missing out, maximising the opportunity to increase uptake.

Actions – it was agreed that Callum Bennett would make contact with:

- Community Partnerships
- Bradford VCS Alliance
- Health and wellbeing forum of the VCS

- **Apprenticeship Enrichment programme**

The key things identified for the design and delivery of the overall programme were:

1. offering a shadow experience and a directory of placements to be created to help with that; identify clear learning objectives (use an MoU between employers);
2. bringing together a community of practice – bring apprentices together a couple of times a year to discuss their learning and shape future learning;
3. learning wrap-around - cover advanced comms skills and customer care skills, to give everyone the same level of learning and quality standards – 2 days of learning, one on resilience and one around comms skills/customer care. There is a small group coming together, being organised by Hannah Hussain with key organisational leads who will pull the work strands together.

I asked about VCS and the directory, to ensure voluntary sector is included.

- **Happy, Healthy at Home Strategy Review – check and confirm sessions – early messages**

The Strategy Programme Review has been presented to Integration & Change Board (ICB), Bradford Health & Care Partnership Board and and has been framed around 3 key lines of enquiry:

1. **Strategy and governance** – Clarity is needed on what the programme is and isn't and identify the role of the programme board and who is held to account for the programmes' delivery.
2. **Leadership and participation** - to use this as an opportunity to rebase and have a shared view of what the achievements of the programmes are commit the resource. The IWPB members were asked to consider how to engage more with the enabling programmes.
3. **Delivery** - management and dependences – clarity is needed on where to go for a decision to be made and the issue of capacity was raised with the possibility of rationalising/reducing the number of programmes and joining things together. IWPB were asked to connect with the system development network and consider if it could be one of the four workstreams? IWPB were asked to think about connectivity with other pieces of work, what would help with communications, understanding requirements from other places and restate the mandate about what IWPB is doing and land that message with more parts of the system.

The review will be completed in the next couple of weeks and then an extended project team that did the review will move into an implementation phase (possibly in January) to agree with each programme what the future looks like and work through some of the recommendations process and structure, in 3 phases:

- Thinking individually,
- A collective piece - all programmes together to enable a structured conversation in the form of workshops
- Plan to put in place – possibly in a workshop style. JH asked about how we build upon conversations already had – how do we build a straw man. JD advised that we need to work on how we build support.

- **LTP Narrative – First Draft submission**

This is to build on the eWorkforce submission tool by NHS Trusts identifying aspirational workforce plans, which is different to the piece of work and submission to triangulate the activity and money with the workforce. Maureen Goddard is now circulating it more widely to gain more of a system view. Needs to ensure all sectors are reflected and broad enough to cover the wider Place.

- **Health & Social Care Economic Partnership**

KPMG have advised that sign off of the agreement will be in October. They are recommending a hosted organisation model.

3. Were there any discussions or decisions which you feel you had particular impact or influence on?

The key areas for discussion that I was involved in were as follows:

- **Apprenticeships – levy** – what can be done to promote and engage more in the Bradford District and Craven region, ensuring that smaller employers aren't missing out, maximising the opportunity to increase uptake. I encouraged Callum Bennett to speak with the Health & Wellbeing Forum and the BVCSA Provider Community.
- **Apprenticeship Enrichment programme** – I highlighted again that the VCS could be involved through the provision of placements. I asked that the VCS be included in any directory that would be produced.

Further note:

I will be taking the lead in Work Programme 4 – Developing a shared culture of integration and system wide working. I will particularly be progressing the development of a common set of values/behaviours for the system, which Michaela Howell started. At the moment we are exploring whether this should be included in the Movement for Change work.

As a member of the Systems Leadership Community of Practice sub-group of the IWPB, I am working on the development of a systems wide leadership programme. I will be attending the H&W Forum on 28th January 2020, when I will be able to give you an update on the work I have been doing.

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