



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](http://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](mailto:wendy@cnet.org.uk)**

Name of Representative	Paul Stephens
E mail / contact details	<a href="mailto:pauls@cabad.org.uk">pauls@cabad.org.uk</a>
Title of the board / group you sit on	Integrated Workforce Programme Board
Date the meeting took place	5th March 2020
Date of next meeting	April meeting cancelled due to Covid-19
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).

- **BD & C LWAB funded project – update and next steps**

System wide work experience policy (+HEE work experience toolkit)

Presentation by Amanda Hudson, Head of Education BTHFT. She stated that as part of her role as system lead for apprenticeships some fixed term funding had been received through the successful LWAB bid to undertake 2 pieces of work across the system;

- Developing a Bradford District & Craven work experience policy
- Re-commence and further develop the health and care system ambassadors work

The funding has been used to fund a band 5 WTE work experience co-ordinator. Work has also been done to link this to the recently developed HEE work experience toolkit. The development of a model policy that each organisation can adapt to their own area and use of their own branding was discussed. After discussion the IWPB agreed Bradford District and Craven branded system wide policy which all organisations agree to adopt and that we would seek sign up from both the VCS Alliance or Bradford Care Association to this option too.

BD & C Health and Care Ambassadors

Amanda provided some background to the Health and Care Ambassadors initiative, which encourages people currently working in health or care to volunteer to speak in schools about their roles, or participate in careers events

and activities. This was brought to the meeting to discuss the way forward and to request funding for a 0.5 WTE Band 5 Widening Participation Officer hosted by BTHFT. After discussion the IWPB agreed that this post was needed. They also discussed whether the post should sit on the Health and Social Care ICE Partnership Board. It was agreed by other members of the IWPB that all of this needs further discussion.

#### Enabling Effective Learning Environments WY & H Project

Amanda briefly took the IWPB through the Enabling Effective Learning Environments slides. It was noted this was a WY & H level programme of work. No questions/comments were raised.

- **Mental Health and Wellbeing Training (development of training hub and network)**

David Armitage, Public Health, CBMDC referred to the paper that was circulated for the meeting regarding one of the investments that public health would like to make in the new financial year. The investment is in relation to Mental Health and Wellbeing Training; the idea being that there is already a lot of different training available across the district so they would like to achieve a position where the workforce training offer is known about and people understand what the training will do for them and what they will get out of it.

It was fed back that the train the trainer HWB champion model has worked really well and has had some good successes. This is the model that has been suggested as part of the enhanced health and wellbeing at home work. The System Quality Committee supports this and the CCG's joint Quality Committee have been provided with an update and were also supportive.

- **Centre for Workforce Development (One Workforce) Blueprint**

Tina Lafferty, Programme Director, HCEP, CBMDC, provided some background and stated that the One Workforce Programme is made up of 3 projects which are community recruitment, system wide recruitment and the workforce academy. A lot of work has been taking place alongside KPMG to establish what the workforce academy could look like. The remit of the academy has now broadened and it is now called the 'Centre for Workforce Development' and are looking to adopt the System Workforce Improvement Model (SWIM). Work has taken place around this national model so that it also reads across health and social care. The blueprint has been shared with the health and social care economic partnership and also the SLT in the CCG. Tina explained that her team would incubate the centre in year 1 (i.e. 20/21) which is the new financial year.

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

In our discussions about the System Work Experience policy I highlighted that the VCS is not one organisation but sign off will need to be through the VCS Assembly.

I have also had discussions with Catherine Halliwell from CBMDC about the involvement of the VCS in work placements.

#### **Further note:**

- My role on the Board, particularly in relation to taking the lead in Work Programme 4 – Developing a shared culture of integration and system wide working.
- My role as a member of the Systems Leadership Community of Practice sub-group of the IWPB