



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	6 <sup>th</sup> August 2020
Date of next meeting	1 <sup>st</sup> October 2020
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 (September meeting cancelled)

### 2. Main areas of discussion (bullet points).

- Lynne Carter and Kez Hayat presented information about **BAME engagement** across the district. All agreed there should be a strong focus on this work, identify where we will operate jointly and equally need to recognise a number of other workstreams where an EDI/BAME focus needs to be embedded e.g. the ICE Programme Board, understanding where EDI lens is required to ensure there is an impact.

There is a need to broaden the current discussion beyond NHS organisations to include voluntary and independent sectors, the local authority and work with the key links already working in this space. From a VCS point of view, Assembly has an equalities forum that has representatives from across the system. We can tap into this.

It was agreed that Lynne and Kez work with EDI leads and people nominated by IWPB reps to co-produce an engagement event.

- Tina Lafferty gave an update on the **Centre for Workforce Development**. She recognised that system workforce planning is something that will be down the track in the future. It is important to:
  - identify what skills/roles are needed.
  - identify where the gap is and what can we offer to enable skills development.

- recognise that the workforce observatory could have a key role to play going forward.
- follow up the 7 transformation programmes presentations at the workshop on 3 July and then identify how the programmes can all engage together.

It was recognised that:

- EDI definitely a golden thread
- System leadership is a key enabler.
- It was noted that the work of the **System Leadership Community of Practice** and **SDN** is being re-started following a pause for Covid-19. Regarding leadership development within VCS, Bradford Care Alliance is about to launch a programme around development of equality standard for organisations to deliver HWB work.

Expansion in placements is a key need in the system including good quality supervision. There is an establishment review taking place in Bradford to increase placement capacity.

Dermot Bolton showed examples of the website & logo for the **One workforce hub** – branding and development. He presented 3 logos for the Board to consider and it was agreed that the middle logo was preferred. It was suggested that a strapline be used to describe what it is – One Workforce Acting as One. I noted the logo was similar to Community Action's.

- IWPB needs to transition and the current **Terms of Reference** need reviewing/refreshing. The Terms of Reference will be circulated to the group as part of a wider governance discussion.
- Sally Scales advised she is retiring at the end of October and so will be relinquishing her role as **H and C ICE Chair**. SS asked the group to comment on the role profile (previously circulated) and how to best replace the chair. All agreed to approach with a broader process and do an expression of interest and advertise across the organisations.

At a previous meeting organisations were encouraged to sign up to the **Living Well Programme**. I agreed to encourage VCS organisations to sign up, once we were clear about the present situation with regards to the programme.

- **Values** need to be reviewed in light of Act as One therefore, need to look at whether we need to refresh what we've got? Maureen Goddard and Paul Stephens were working on behaviours pre-Covid. Maureen mentioned there is a shared agenda between workforce and the SDN on leadership, values/behaviours and the HWB agenda – all currently fed through the IWPB. There is a question at the moment around whether there needs to be a formal system development/transformational change enabler for the Act as One work.

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

In the discussion on BAME engagement I highlighted that the Assembly has an equalities forum that has representatives from across the system. Lynne and Kez confirmed that they would make contact (I think Lynne often attends the forum).

The Centre for Workforce Development will be looking at values and behaviours so Maureen and I will meet with Tina to ensure that we do not duplicate the work within Work Programme 4.

Further information is required about the Living Well Programme, but I said once we had this I would encourage VCS organisations to sign up.

**Further note:**

- My role on the Board is 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
- During Covid-19 I have been an active member of the Health & Wellbeing Knowledge, Intelligence Task Group (KIT). Through the work of the HWB KIT group, Bradford District & Craven have been used as the blueprint for the WY&H Partnership webpages, taking best practice and evidence-based offers to streamline a system offer to all health and care staff across the system.
- I am also a member of the System Development Network, which is taking on one aspect of in Work Programme 4 – Developing a shared culture of integration and system wide working.