

Present: Nasim Qureshi (Vice Chair), Janet Ford (JF) (CNet), Javed Khan (JK) (CNet), Helen Speight (HS) (HWB Forum Co-Chair), Mark Nicholson (MN) (Equalities Forum Co-Chair), Peter Horner (PH) (Young Lives Forum), Yasmin Khan (YK) (Safer Communities Forum Co-Chair, Helen Davey (HD) (HWB Forum Co-Chair), Soo Nevison (Community Action), Jon Royle (JR) Safer Communities Forum Co-Chair, Vicky Beere (Project 6) joined at 4:40pm, Penny Wangari-Jones (PWJ) (Equalities Forum Co-chair) left meeting at 5pm

In attendance: Saima Ashfaq (minutes), Rachel Stanton

Apologies: Tony Dylak, Kim Shutler, Steve Blackman, Ben Cross, Helen Davey,

Item		Action
1	<p>Introductions, and apologies</p> <p>Note:</p> <p><i>i. Declarations of interest to be declared against each agenda item as appropriate</i></p> <p><i>ii. Equalities: Discussions/decisions/issues that may have a disproportionate effect on protected characteristics to be raised against each agenda item as appropriate.</i></p>	
2	<p>Minutes of previous meeting</p> <ul style="list-style-type: none"> • Rachel will finalise priorities once agreed by ASG after todays meeting. • Item 6 – YK asked if the joint ASG/BVCSA meeting planned had been organised. SN replied that this will be arranged once Kamran has completed the document. • SN pointed out that this meeting was different to the joint ASG/BVCSA Board meeting which is scheduled to take place next week • SN commented that the £200m Covi19 funding mentioned by YK in the last meeting would go live tomorrow. • Minutes approved as a true record. 	
3	<p>ASG Proposal Paper and Voting</p>	

Rachel submitted an amended version of the paper that was discussed at the last meeting, and following discussions with a number of ASG members.

Some of the major changes:

- Clarification that this is an interim period 6-9 months for Covid Recovery
- Council are still intending to go ahead with co-design and development with wider stakeholders to reshape all infrastructure contracts not just Assembly, Assembly Forums are the first phase
- Rachel is working up strategic plan of how to move forward with co-design taking into consideration social distancing
- Some priority topic titles have changed; Mental Health and Wellbeing – taken out provider forum element; Poverty and Welfare now Economy, Poverty and Welfare; Safer and Stronger Communities changed from Safer Communities;
- Health Inequalities – champion for each protected characteristic, and look at widening characteristics that may want to champion
- CNet responsible for delivery of the Assembly contract until June 30th 2021.
- HWB forum would shift to Health Inequalities and Mental Health and Wellbeing Forum – would this streamline nicely? YK asked if Rachel had spoken to the Chairs of both forums and there were concerns raised around whether all HWB topics could be included neatly under the 2 new headings

RS opened up for comments, hoping to have decisions made around priority topics, themes topics, who would chair forums and gaps in representation.

NQ opened up the discussion for comments from each member present.

Yasmin Khan

- New structure and thematic themes are not significantly different to what we already deliver. Re-naming them may give more focus to enable more strategically working as well operationally with T&FG's
- Trial for 6-9 months and review where we are?

Mark Nicholson

- Good opportunity to be focused with T&FG's
- Like the idea of champions working in specialist areas
- Overall times are changing and we have to change with it

Peter Horner

- Asked for clarification on delivery of the Young Lives Forum i.e. would CABAD still be delivery. Rachel affirmed
- Opportunity to join up and link in Young Lives Forum more with new forums especially Health Inequalities through slight restructuring
- Mentioned safeguarding, Rachel replied that the next steps would be to add in these details

Helen Speight

- Asked where Women's Health Network would fit in? PH mentioned Maternity Voices Partnership also
- Health Inequalities inextricably linked to Economy, Poverty, Welfare and MH Wellbeing, do not want discreet groups that don't talk to each other
- Is there going to be a push on strategic buy in? SN added that the opportunity to do this is here now as VCS have become more equal
- Will there still be a Mental Health Provider Forum?

Penny Wangari-Jones

- Like the idea of including protected characteristic strands within each forum
- Adding Safer to Stronger Communities also good
- Champions will help make more inclusive

Soo Nevison

- Over the last year have been looking at how to embed CYP groups and Young Lives across other things, a new structure may help to do this
- Pointed out that once T&FG's have completed should be shut down
- Rachel added that each forum should have a workplan which feeds into an overarching workplan. Will need to work this out with chairs. For Children and Young people would need a gap analysis.

Jon Royle

- Proposal, offers a better structure in particular with addressing Health Inequalities as brings focus to groups with protected characteristics
- Some wider consultation would be needed around who the groups are. Pointed out 'class' in the paper-is this the correct term?

- If do justice to this it will create a lot of extra work. Suggested perhaps champions could create sub groups under Health Inequalities framework? It will broaden activities significantly
- YK also emphasised that how we manage capacity and demand with already overstretched people will be key
- HS questioned how we draw in housing associations. JK said there a number of housing associations are involved in forums
- JK said he was still struggling with health headings, too big to take apart. Mental Health is huge and Health Inequalities cuts across all.
- RS answered that there be masses of pieces of work around rescue and recovery and having a Health Inequalities Forum would link straight into strategic work. Mental Health and Wellbeing would be around services specifically around Mental Health and Wellbeing
- JR said that Health Inequalities should be a broad umbrella with ongoing themes sitting under this. How these link together and are taken up strategically in a coherent way will be key.
- SN suggested taking learning from PH around this

Vicky Beere

- Mental Health Wellbeing straightforward as there is a Mental Health Strategy.
- Health Inequalities is key, opportunity for VCS to show that we understand this topic better than any other sector and have the solutions for improving population health.
- Have focused on Health Inequalities in AWC Health and Wellbeing Hub, happy to discuss further.

Javed Khan

- Capacity - Health Inequalities will involve a lot of work and we don't want to set up to fail. Many people/groups involved will have limited capacity and resource so will have to ensure have access to do that.
- Asked for clarity on how the different elements of each group under Health Inequalities will be addressed. PWJ concurred.
- JR added that all seem to agree this is the right way forward and there is a lot of potential. Suggested checking out assumptions with an initial workshop to come up with priority areas of Health Inequalities and identify potential champions, bring together with other stakeholders and go into more detail in terms of taking forward
- SN said that in the last meeting KS had had the idea of using the conference for this. Rachel added it was up for discussion with the ASG but KS had proposed if went with new model the conference could be a launch event and a wider consultation event

- JK asked for clarification as there seemed to be confusion with the proposed paper as an interim measure around the Covid Response over 6-9 months, and the voice and influence re-structure under the infrastructure review. YK agreed that there was confusion and that a new structure would not be ready to be launched at this years conference
- SN clarified that using conference space to test ideas with people and bring on board
- RS said that the conference discussion would be a discussion for a different time and not to confuse with this paper. Asked for agreements and then look at how will be communicated.
- HS asked VB where other strands like Economy, Poverty and Welfare fit in to AWC HWB Hub as would not want to lose sight of social determinants of health and end up with a clinical model. VB answered that they haven't as they have been in the clinical world but expressed that the current situation is an opportunity to demonstrate the impact of wider determinants on health. HS expressed concern over the splitting of 'Health' along the same lines as the CCG would

Nasim Qureshi

- Paper says "it is now suggested by infrastructure commissioning bodies that these structures are re-visited" NQ asked if this came out of the pre-covid consultation?
- Asked if we are talking about refining, focusing and giving more attention to the themes and current structures or are we changing the whole structure of the Assembly. RS replied that initially were looking at the outcomes and recommendations listed in section 3 of paper, the second workshop intended to look at the structure that would help achieve outcomes but this has not taken place so this is an interim tweaking of topics and themes, not a change of structure, bringing on board new partners, widening representation while working towards the co-designing of the Assembly structure
- NQ reiterated with Rachels agreement that the structure and governance of forums will not change, the names of the forums may change to focus on the agreed priorities and will be in place for 6-9 months.
- NQ asked if more could be added to the 'Further commitment to protected characteristics'. RS said that the list could go on as we do not necessarily need to work to legal characteristics and can add if we feel it appropriate.
- NQ questioned 'Allocation of staff resourcing to be consistent' where would staff and money be coming from. RS answered that this would be clarified in co-design for new contract
- NQ asked about priority topics – suggested Housing to sit under Health Inequalities or Economy, Poverty and Welfare. Important not to lose. RS said Housing would go under one of those themes

- NQ asked about the contractual implication of changes to the contract? SN answered that the contract is for VCS voice and influence in whatever form we would see fit. RS said that the current contract is lightly monitored and not very prescriptive of how this is carried out, also commissioners are supportive of the Infrastructure Review. JK asked if the paper had gone to the commissioners, RS responded that it hadn't as yet. JK said although we have flexibility it would still need to go back to commissioners to ensure they were on board with changes
- JK highlighted that the title of the proposed paper 'Proposed VCS Assembly Structure', would need to change in light of Rachel's earlier statement that we are not currently looking at a change of structure but a change and refocusing of themes and topics.
- Vicky expressed that she felt uncomfortable with the forensic dissection that was being directed towards Rachel and felt this was not the appropriate forum to do this. JK and NQ both replied expressly that this was not personal to Rachel in any way, however disagreed with VB in that this was the correct place to question as there was no other platform to do so
- NQ asked for clarification on the section on Decision and Voting and chairs. RS said if the ASG accept this paper, the next suggested step would be to establish some of the meetings and start looking agendas and priorities with each of the forums which would be done with the chairs. Although paper says will retain the same chairs there will be some gaps so need to address this. NQ asked for clarification on Assembly Structure –JF answered that members can vote to remove chairs.
JF expressed concern that the forum members appear to have been disregarded in this process, and the structure is unclear. RS clarified it is a similar structure with new headings.

RS suggested taking a vote on the priority topics and new forum headings. Then moving forward discuss who will be the chair of these.

SN suggested put proposal into a tree diagram to show structures

YK said that she was in agreement with the proposed themes although more conversations and meetings are needed to move forward.

NQ confirmed with JF that the meeting that the meeting was quorate for voting

Discussion around whether Forums should pause

- JF said that there was no reason to withhold information and opportunities from members via the current structure

Rachel to change the title of the proposed paper

Clarify structure, include diagram RS

	<ul style="list-style-type: none"> • WHN will continue as members have requested as MVP and both under Engaging People Contract <p>Vote on Priority Topics listed under section 4 of the paper with housing added. Show of hands. All in favour.</p> <p>Agreement of Chairs of Forums pending agreement from chairs proposed – All agreed</p> <ul style="list-style-type: none"> • Stronger and Safer –JR and YK • Economy Poverty and Welfare – TD & NQ • Children and Young People – PH (no formal chairs at present, although Janice Hawkes supports Peter • Mental Health & Wellbeing – HD & H Iounnou • Health Inequalities – MN & PWJ & HS suggested (change of ASG ToR required if 3 chairs) <p>Gaps in ASG Representation –RS explained this came about around a conversation on additional co-opted representation. Agreed that establishes co-optee process to be followed.</p> <p>Vote taken for CEF forum to go ahead after brief discussion. All agreed it should go ahead for information sharing.</p>	<p>JF and RS to work with forum chairs on priorities for each forum</p>
4	Process for delegated representation / commitments for ASG reps	C/fwd
5.	<p>AOB</p> <ul style="list-style-type: none"> • NQ suggested having a declaration on interest register. All agreed. <p>Meeting ended at 5:47</p>	