



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 People Board (IPB)
Date the meeting took place	7 th January 2021
Date of next meeting	4 th February 2021
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 IPB monthly Board meeting

This Board was previously called the Integrated Workforce Programme Board (IWPB). This Board now reports to the Health and Social Care Economic Partnership (HSCEP) Board.

2. Main areas of discussion (bullet points).

• Support Staff Workforce Development Funding bids

Tina Lafferty (TL), Programme Director, HSCEP, advised both bids had been successful and most of the activities are through to the end of March. The bids related to:

- Digital skills development – this bid is to develop a range of online resources and test out setting up an IT helpline and teaching staff (on zoom etc).
- Service user experience – walking in my shoes (working title) this bid was for an online training course

I agreed to add a link to our 2 weekly Covid-19 briefings to ensure the VCS networks are reached.

• Workforce Transformation training requirements

TL updated that Health Education England (HEE) are asking for a placed based submission by 28 January for the additional training requirements for 2021/22. Modules commissioned from the Learning Needs Analysis for 20/21 and principles that would apply to courses being funded have been shared. HEE want to know

what to prioritise across the ICS footprint. There's £1million of funding across the 5 areas but info needs submitting by 28 January 2021. IPB members to share with clinical educators, heads of profession etc. as appropriate within their organisations.

- **Looking after our people**

Maureen Goddard (MG) updated the Board that the submitted funding proposal for use of the £100k Health and Wellbeing funding within BD & C had been approved. The priority was the long-covid programme but this had been reduced to £50,000 due to the reduced timescales to deliver so a further 3 elements were proposed:

- Ensuring our HWB services are inclusive (e.g., counselling) – this will be explored during the BAME engagement events and also information from the Airedale Trust engagement events (£10k nominally allocated this work).
- Developing a digital 'front door' for workforce HWB for BD & C but needs to be scoped as there are various options to explore and ensure we don't duplicate other offers. (nominally £20k allocated to build on an existing platform/site);
- To deliver a 'HWB Boost' week - commissioning some external support to deliver digital sessions around key areas of HWB. Design and planning to be developed via the HWB KIT group. (nominally £20k allocated)

MG noted all the funding has to be spent or committed by the end of March 2021.

- **HWB KIT group**

Dawn Clissett updated on HWB KIT (in place since March 2020, from first week of lockdown) she noted it is a place-based KIT group (keeping in touch). Meetings initially involved weekly calls for 60 minutes. It highlighted the need for creating a system offer that was open to health & care professionals to access. WY&H (Sam Kelly) created a front door access via the WY & H P web pages including the route, team and webpage etc for promotion within place. Offers included Time to Talk, signposting to more formal offers and processes (EAP; Occupational Health).

From the Summer, the KIT has shrunk to a core group of 6 contributors; calls are monthly/6 weeks and is focussing on a winter wellbeing series to include bite size interventions/tool and technologies (e.g., Katherine Hickman's Tiny Habits video clips), Time to Talk recordings available via you tube topical webinars to demonstrate conversations, tools and techniques and signposting. There are 3 aims:

- 1) looking after yourself and re-energising – especially in lockdown 3 (taking breaks, using annual leave, screen breaks, ward breaks);
- 2) preventing burnout and supporting each other;
- 3) managing long-covid.

MG suggested there was some good learning from the KIT group as it was an effective informal group. Contributions were great and expertise was very helpful. Need to build on the network. Damien Kay suggested replicating that way of working to bring together the digital enabler and workforce enabler.

- **Integrated People Plan**

Maureen Goddard (MG) confirmed further amends had been included eg expanding range of high quality student placements; updating the language and terminology. Pat Campbell (PC), Director of HR, Bradford Teaching Hospitals, will be the programme lead for belonging to our health and care system.

- **Strategic Partnering Agreement (SPA) for the Airedale, Wharfedale and Craven & Bradford Health and Care Partnerships review and workforce principles**

The document makes reference to the Community Partnerships but a question was raised about the need to make reference to Primary Care Networks? I advised that Louise Keighley was in the process of pulling together workshops on how community partnerships and PCNs worked together prior to the Coronavirus epidemic. Perhaps a return to the conversation at some point to discuss how they link together.

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

During the discussion on **Support Staff Workforce Development Funding bids** I agreed to add a link to our 2 weekly Covid briefings to ensure the VCS networks are reached.

In relation to the **Strategic Partnering Agreement** I advised that Louise Keighley was in the process of pulling together workshops on how community partnerships and PCNs worked together prior to the Coronavirus epidemic. Board members agreed that perhaps a return to the conversation at some point to discuss how they link together.

In relation to the **People Plan** I have been asked to attend ASG to help explore what a VCS 'People Plan' might look like.

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
- I continue as 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. This group is going through a process of review at the moment