

# People's Board Notes

15 March 2018, Douglas Mill, Room 1.

## Persons present:

*Stella Hall, Abdul Ismail, Emma Stafford, Huma Malik, Mohammed Mahboob, Sam Samociuk, David Hargrave (BTM), Rubina Burhan Max McLean, Karol, Humera Khan, Adam Deacon*


**In attendance:** *Jean Taylor and Saeed Khan*

## Apologies:

None received

### 1. Welcome and actions of the previous meeting

- Emma Stafford (ES) welcomed the group
- The group reviewed the actions of the last meeting

Item	Action	Result
1. Neuro diversity and autism strategy	Saeed to make contact with Jo Butterfield	
2. Healthwatch meeting	Humera to confirm date for Healthwatch meeting	
3. Stroke Awareness	Emma to recirculate WY&H stroke awareness email	
4. YH&H Patient Safety Translational Research Centre – citizen participation group	* See paragraph below - People's Board to circulate and ask for health research volunteers to attend either date  FLYER for CPG event.pdf	
5. Website amends	<ul style="list-style-type: none"><li>• Emma to submit a piece on how the People's Board came to be;</li><li>• All members to submit blogs to Emma by 29 March</li><li>• Outstanding biogs to be submitted by 16 March</li><li>• Following Rubina's resignation, she is to submit a piece on what the People's Board has meant to her</li></ul>	
6. Whatsapp group	Emma to set up a Whatsapp group	
7. Recommitment document	<ul style="list-style-type: none"><li>• Reword to reflect that 2 hours per week is a minimum contribution</li><li>• Amend ToRs to reflect the minimum contribution that is required.</li></ul>	

8. AOB	Adam to circulate his AOB due to running out of time	
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\* From the Network conversation, ES asked people to become part of their PPG. Timings being looked at to accommodate working hours. Max requested People's Board propose ideas for youth participation (under 25) at the request of the Chair from City Governing Body (Dr Khan). Sam contacted Social Strategy Group to involve social media to engage younger people and consider a virtual group. Toolkit and guidance being developed.

2. Website presentation by David from BTM - <https://thepeoplesboard.blog/> – which is now live. Amends/additions to make:

- Emma to produce a “How we came to be” article for David to upload.
- Current topics of discussion and future events need uploading.
- Minutes will be public and there will be a more ‘public friendly’ introduction from each board member by them writing a short written blog piece or video.
- For private discussions, Emma to set up a Whatsapp group
- Change the pictures to have more Bradford representation (landscapes/hospitals/surgeries) and rename Bradford Districts & Craven wording
- Add an address for feedback from members of the community without internet access
- Add a directory
- Add online forum
- Add links to NHS, Bradford Council, Charities
- Add a calendar for future meetings and include the agenda in order for people to decide if they can contribute
- Upload presentations and passed projects from People's Board meetings.
- Link for survey monkey.
- All People's Board members to populate the website with videos, reflections on achievements so far etc
- All to submit a post to ES by 29 March (A4 max: 3 mins for video):
  - Young carers blog – Sam, Adam, Huma
  - Patient Network – Stella
  - Healthwatch - Humera
  - Health and wellbeing - Mahboob
  - A personal journey – Karol
  - Health Forum - Abdul
- 4 outstanding biographies to be completed by 16 March.
- Diabetes Prevention week in April – People's Board to look at promoting awareness
- Rubina resigned from the People's Board and was thanked by all members of the Board for her valuable contributions and commitment over the last two years. Rubina agreed to submit a paragraph to Emma to upload onto the website about what the People's Board has meant to Rubina up to now.

- WY&H stroke event reminder – Max requested another push from People’s Board

4. Recommitment – 2 x discussion groups to agree to commitment document:

- Reword the document to reflect the 2 hour commitment is a minimum requirement.
- Change ToRs to reflect that the 2 hour commitment is a minimum contribution. It doesn’t include attendance at other meetings.
- The document doesn’t reflect that non-employed members aren’t paid to attend the monthly meetings and that some members’ workplaces cover the time when non-employed attendance is voluntary.
- Recommend to remove point 4 regarding attending PPGs and PPG networks which may be a step too far. Reflect the fact that we are looking to get the views of the public .
- Members have the option to decline or donate engagement fees for other meetings.
- Look at what meetings People’s Board members can claim for and make an agreement on what claims can be approved by the chair.
- Clarify that any members who attend during working time are not representing their organisation, they are individuals representing their community

5. AOB

- Due to running out of time, Adam Deacon to email the point he wished to raise.