



Name of Meeting	Governing Body	Meeting Date	11 th July 2018
Title of Report and Agenda Reference	People's Board	Report Author	Emma Stafford People's Board Chair
Governing Body Lead	Max McLean, David Richardson and Pam Essler, Lay Members for Patient and Public Involvement	Report Lead at Meeting	Victoria Simmons, Head of Engagement & Experience
Clinical Lead			
Group(s)/ Committee (s) that have previously considered this paper	AWC Clinical Executive	Meeting Date	22 June 2018
	Joint Clinical Board (City & Districts)	Meeting Date	3 July 2018

Executive Summary	
Paper Summary / Key Discussion Points	<p>This paper has been produced by the People's Board to reflect on its activity and outcomes over the past 12 months as it has become further established as a mechanism to ensure that patients and the public have a voice and influence within the CCGs strategic decision-making. The People's Board aims to achieve this by:</p> <ul style="list-style-type: none"> • Influence (creating two-way dialogue to inform the CCGs decisions) • Greater transparency (holding to account and improve feedback) • Involvement and reach (ensuring we hear and involve all communities) • Effective activity (building trust to have effective discussions and actions). <p>This paper also provides opportunity to look to the future and at how the People's Board can continue to grow and change. Leeds Beckett University carried out an evaluation of the People's Board last year, and have since worked with members to develop plans linked to their recommendations. A joint session with the CCG Senior Management Team was held in November.</p> <p>The People's Board has continued to meet monthly and over the past few months we have 're-grouped' to sharpen our priorities and increase our potential impact. This has been achieved through:</p> <ul style="list-style-type: none"> • Pulling back from Programme Boards. The People's Board trialled reaching out into various programmes of work and although receiving some positive feedback about our contributions, felt that this was a strain on our limited resource. It also highlighted strongly that our unique power is in the collective!

- Focusing our priorities. The above showed us the importance of not spreading ourselves too thinly, and the value of doing a few things well. With this in mind, the People's Board set ourselves some priorities for work over the coming year: Mental Health; Children and Young People; Prevention.
- Improved communications. Supported by the CCG team, the People's Board now have a website which includes a blog and a Twitter account. This helps the wider public get to know the members, improves two way dialogue and enables people to keep up-to-date with what we are doing. Over the next 12 months we hope to utilise these platforms further and increase their use.
 - <https://thepeoplesboard.blog/>
 - @NHSPeoplesBoard

The People's Board has also contributed to key work streams, ensuring that commissioners consider the patient view, recent examples include:

- Carers Review – Providing our views on potential approach to be taken to engage with members of the public on this important issue.
- Community Mental Health Service Transformation – Working with commissioning team to provide feedback at an early stage. Agreed continued engagement with People's Board throughout the process.
- Autism and Neurodiversity Strategy – Feedback provided on draft strategy.

The People's Board has made good progress to date but feel there are still ways to improve our effectiveness. We seek to achieve this through:

- Promotion of a collaborative safe space, where commissioners can explore ideas/problems and get a public perspective to shape plans at an early stage. Both the members and the CCG need to ensure People's Board is not seen in a scrutiny role. We would welcome the Governing Body support to embed this.
- Amending the Terms of Reference for the People's Board to cover the Airedale, Wharfedale and Craven CCG, and recruiting new members from this area, in order to ensure that the patient voice is represented equally across all three CCG areas. This approach has gained approval at a meeting of AWC Clinical Executive Group on 22nd June and we seek support of this proposal from the Governing Body.
- Establishing relationships across the system, for example making connections with Healthwatch Bradford and District in order to work effectively together, reduce duplication, and strengthen the public voice.
- Ensuring People's Board members connect back to communities in order to bring in views from the wider public and close the feedback loop.

The People's Board offers the CCGs an opportunity to be innovative in their approach to patient and public involvement and we look forward to working in partnership with all three CCGs moving forward to achieve this ambition.

The People's Board seeks an ongoing commitment from the Governing Body to support its work, and embed early involvement of the People's Board into the commissioning cycle.

Primary Purpose	Assurance <input type="checkbox"/>	Information <input type="checkbox"/>	Decision <input checked="" type="checkbox"/> Approve Recommend Support Ratify	Action <input type="checkbox"/> Review Consider Comment Discuss
Recommendation(s)	<p>The Governing Body is asked to:</p> <ul style="list-style-type: none"> • Approve the People's Board proposal to include AWC CCG and recruit new members from this area. • Ratify the changes to the People's Board terms of reference. • Note and discuss the evaluation report from Leeds Beckett University with regards to their recommendations for action. 			
Group(s)/ Committee (s) that this paper now needs to be submitted to			Meeting Date	
			Meeting Date	

Supporting Information							
Strategic Objectives	 GBAF Strategic Objectives & Risks - a						
Quality and Safety implications (how will the contents of this paper impact on safety, effectiveness and experience going forwards?; is an equality impact analysis required?)	<i>Not applicable</i>						
Public / Patient / Other engagement or involvement undertaken or planned (including with the Bradford CCG's People's Board or the AWC CCG Hub where applicable) or experience insight used to inform the paper	<p>Paper written by the People's Board.</p> <p>Proposed expansion from working with Bradford City and Bradford Districts CCG to include Airedale, Wharfedale and Craven CCG.</p>						
Resources / Finance implications (including staffing / workforce considerations)	<i>People's Board is funded by the CCGs: working across the three CCGs will increase the costs of People's Board meetings but this can be met within the existing overall budget for Engagement.</i>						
Legal / Constitutional implications	<i>not applicable</i>						
Link to Corporate Risk Register / Governing Body Assurance Framework	<p>(a) Does this paper mitigate against or provide assurance on the management of a strategic risk(s) included in the Governing Body Assurance Framework? No</p> <p>If yes, please specify which strategic risk(s):</p> <table border="1"> <thead> <tr> <th>Risk No.</th> <th>Risk Summary</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td></td> <td>See embedded doc under Strategic</td> <td></td> </tr> </tbody> </table>	Risk No.	Risk Summary	Score		See embedded doc under Strategic	
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	Objectives									
	(b) Does this paper mitigate against or provide assurance on the management of a risk(s) included in the Corporate Risk Register? If yes, please specify which risk(s): No									
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	(c) Does this paper identify any new risks that require inclusion in the GBAF or Corporate Risk Register? No									
Potential Conflicts of Interest and Proposed Management	<i>Provide brief details where applicable:</i> <ul style="list-style-type: none"> <i>Who has the conflict</i> <i>Reason for the conflict and type of conflict (financial, non-financial professional, non-financial personal, indirect)</i> <i>How it is proposed to manage the conflict – actual management of the conflict to be confirmed at the meeting</i> 									

Appendices

- **Appendix A: The People’s Board New Draft Terms of Reference**
- **Appendix B: Leeds Beckett University Evaluation of the People’s Board**