

Health Innovation Oxford & Thames Valley

Community Involvement and Workforce Innovation

Oversight Board Meeting Minutes

Date: Wednesday 13th December 2023, 11:00 – 12:15

Venue: Virtual via Microsoft Teams

GROUP MEMBERSHIP		
Names, Organisations & Roles		Present/ Apologies/ Not Present
Co-Chairs		
Minoo Irani	Medical Director, Berkshire Healthcare NHS Trust	Present
Karen Owen	Peer Support & Volunteer Co-ordinator, HealthMakers	Apologies
Oxford AHSN		
Gary Ford	Chief Executive	Apologies
Siân Rees	Director of Community Involvement & Workforce Innovation	Present
Lisa-Anne Dallas	Executive Assistant & Project Support Officer, Community Involvement & Workforce Innovation (Minute Taker)	Present
Lucy Asquith	Senior Programme Manager, Community Involvement & Evaluation	Present
Katie Lean	Senior Programme Manager, Workforce Innovation	Apologies
Public Members		
Karen Swaffield	Public Member, Berkshire	Present
Dianna Moylan	Public Member, Milton Keynes	Present
BOB, HEE		
Sharon Yates	Workforce Education Transformation Lead	Apologies
Healthwatch		
Veronica Barry	Interim Executive Director, Oxfordshire Healthwatch	Apologies
Mandeep Kaur Bains	Chief Executive, Reading Healthwatch	Not Present
Leadership Academy		
Beth Hill	Primary Care Programme Manager	Apologies
Research		
Atul Kapila	Director of Research Development, Royal Berkshire NHS Foundation Trust	Not Present
Jennifer Wild	Associate Professor & NIHR Oxford Health BRC Senior Fellow	Not Present
BOB ICS		
TBC	People Lead for BOB TBC (was James Scott)	N/A
Catherine Mountford	Director of Governance	Present
Frimley ICS		
Jane Hogg	Transformation Director	Present
BOB ICS – Trusts		
Karen Bonner	Director of Nursing, Buckinghamshire Healthcare NHS Trust	Apologies, attended by Tina Charlton
Public Health		
TBC	Public Health Lead TBC (was Angela Baker)	N/A
NHS England & Improvement		
Shahed Ahmad	National Clinical Director for Cardiovascular Disease Prevention	Not Present
BOB - Community, Voluntary & Social Enterprise		
Stephen Barnett	Partnerships Manager	Present
Local Authority - Royal Borough of Windsor and Maidenhead		
Helen Sargeant Dar	Director of Statutory Services and Deputy DASS	Not present

MINUTES FROM MEETING

<p>Agenda Item 1</p> <p><u>Welcome, Apologies & Introductions</u></p> <p>Apologies:</p> <ul style="list-style-type: none"> Gary Ford, Katie Lean, Karen Owen, Veronica Barry, Sharon Yates, Beth Hill 	
<p>Agenda Item 2</p> <p><u>Actions from 27th June 2023</u></p> <ul style="list-style-type: none"> Group agreed these were a fair representation of discussions at the June meeting. They will be uploaded to the Health Innovation & Thames Valley website. Action for Catherine Mountford to check if complete: "Request from Catherine Mountford for CIWI to link up with NHS Buckinghamshire, Oxfordshire and Berkshire West ICB Comms & Engagement team. Connect Lucy W with Sarah & Nick Samuels." Action for Lisa-Anne to check with Lucy Walters if complete: "Gary requested a section be added on the website why Workforce Innovation is so critical." 	<p>LW</p> <p>CM</p> <p>L-AD</p>
<p>Agenda Item 3</p> <p><u>VCSE (Voluntary, Community, Social & Enterprise) Alliance, Mapping and the Research Engagement Network (REN)</u></p> <ul style="list-style-type: none"> Presented by Stephen Barrett – Alliance Director & Jim Thomas – Workforce Researcher See attached presentation from Stephen "Voluntary Sector – skills, talent and values in our workforce". Thoughts from group: <ul style="list-style-type: none"> How do we get young people more engaged with the voluntary sector and its career opportunities? How do we address pre-conceived ideas regarding it being a dangerous and pressurised place to work i.e. nursing homes during the Covid pandemic. What makes people think a place "fits" for them? What motivates them? How do we encourage diversity in the voluntary sector? 	
<p>Agenda Item 4</p> <p><u>Review and discussion of CIWI Report</u></p> <ul style="list-style-type: none"> See report previously emailed. A couple of areas were highlighted: <u>Research Engagement Network</u> NHS England funded a number of ICBs to help develop a Research Engagement Network (cohort 1 which was funded at the beginning of the year). The focus of this was to emphasise the fact that we know research is important, we know that research is often not informed by the thoughts and views of local communities and research does not also inform planning. 	

<ul style="list-style-type: none"> • At the beginning of autumn 2023, NHS England requested a second wave of ICBs be involved in this project and BOB and Frimley were both successful in obtaining funding to develop RENS locally which included the voluntary sector. • Health Innovation Oxford & Thames Valley are involved with this as well as members of the ICB. Reading Community Action are providing the project management and we have representation from research and local NHS organisations. We are also in the process of appointing a public member to the board. • Will conduct a comprehensive mapping exercise to map what community work is happening, what works, what training is available, to align engagement work against our population by completing a gap analysis. What do we know about participation – who participates and why? • Commencing this work with 3 surveys to: 1. VCSE, 2. Local Authority, 3. Researchers/Research Organisations. • This research population data could be valuable to the Secure Data Environment Project. Jane Hogg is interested in the report/action plan regarding how we embed this work. 	JH/SR
<p>Agenda Item 5</p> <p><u>Plans for 2024</u></p> <ul style="list-style-type: none"> • Big projects for CIWI for 2024 - Health & Equalities work with BOB, blood finger test for breast cancer markers (Seroxo), AI for breast cancer (IBEX), AI training for doctors to better thrombectomy procedures. • AI has already been making a difference. CIWI have been working with Ufonia to evaluate an AI product called DORA – an automated telephone triage system in head and neck cancer and also cataracts. • 3 CIWI Oversight meetings have been scheduled for 2024 (see dates below). 	
<p>Agenda Item 6</p> <p><u>AOB & Close</u></p> <ul style="list-style-type: none"> • Lucy Asquith is leaving the Health Innovation Oxford & Thames Valley in January 2024. 	

Future 2024 Meeting Dates:

Thursday 21st March, 09:00 – 11:00

Thursday 6th June, 10:30 - 12:30

Wednesday 23rd October, 10:00 – 12:00