

**Action Notes**  
**West Yorkshire and Harrogate Health and Care Partnership**  
**WY&H Adversity, Trauma and Resilience Steering Group**  
 10<sup>th</sup> February 2022, 10:00-13:00  
*Microsoft Teams*

**In Attendance**

Carrie Rae	Programme Manager CYP and Families WY HCP
Emm Irving	Programme Manager for Improving Population Health WY HCP
Caroline Andrews	Project Manager, Adversity & Trauma WY HCP
Andrew Irvine	Public Health Registrar, Leeds
Angela Ladocha	Lead Nurse 0-19 Services, Locala
Anna Turner	Senior Educational Psychologist, Leeds
Callie Harrop	Family Support Team Leader, Forget Me Not Children's Hospice
Catherina Westwood	Senior Advanced Nurse Practitioner for Trauma Informed Pathway, SWYT
Claire Wright	Youth Interventions & Prince's Trust Manager, West Yorkshire Fire & Rescue Service
Dave Jones	Engagement Officer, Yorkshire Ambulance Service
Denise Wheatman	Health Improvement Specialist, CYP Resilience – Public Health Wakefield
Emily Castle	CEO of Young Lives Consortium CIO
Faye Ryan	TIPD Practitioner in Wakefield Home Treatment Team
Fiona Rogers	Young Carers Coordinator WY HCP
Gemma Mann	Health & Wellbeing Programme Manager, Office of Health Improvement & Disparities
Jane Mischenko	Children's Partnership Development Lead – Leeds CCG and LCC
James Ward	Rocket Science
Kate Lawrance	Violence Reduction Lead, Yorkshire Ambulance Service
Kathryn Hodgson	Psychotherapist & Trainer in adults TI – Katalyst4change / PT in addiction support
Laura Whitaker	Operations Director, Children Young People Families, BARCA, Leeds
Lisa Cherry	Author   Speaker   Trainer , Schools, Services & Systems Consultant
Mark Crowe	Research and Evaluation Lead – WY-FI, Humankind
Michelle Kane	Public Health, Leeds
Nicola Anmarkrud	Bradford District Care Trust
Penny Netherwood	Clinical Psychologies in Leeds and Co-Lead for the Leeds Child & Family Trauma & Adversity Service Development Programme
Shanaz Yousaf	CYP Inequalities Programme Manager, WY&H HCP
Susan Francis	Advanced Practitioner / Project Lead – Trauma Informed Care BDCFT
Sue Northcott	WY-FI Programme Manager (Humankind)
Tracy Biddle	Locala
Zak Yasin	Programme Lead for Bradford Adversity, Trauma & Resilience Programme
Zel Radevic	Service Manager MAST/CAT/CET/EDT, Calderdale
<b>Agenda Items</b>	<b>Actions</b>
1	<b>Welcome, Introductions</b> CR welcomed everyone to the meeting and asked if they could put their name and role in the group chat.
2.	<b>A.O.B</b> <b>ATR Fellowship</b> EI explained to the group about the Health Inequality Fellowship that they had currently recruited to. IE explained that the Fellows would spend one day per week working on the programme and undertake a project, attend public health training



	<p>and any other training outside of West Yorkshire. There isn't any money involved but it is free training and there needs to be an agreement with the Fellows employer that they would be released for one day per week. The Fellows would then become training the trainer champions. IE added that they were overwhelmed with applications and that 30 Fellows had been recruited. EI asked the group for their thoughts re: duplicating this for the ATR programme. All members expressed their full support for this and IE advised that, as a group, we need ideas for the Fellowship. CR thanked them for their contributions and advised that this would be taken to the WYH&amp;CP Strategy Board for approval.</p> <p><b>Rocket Science – Interim Evaluation Report</b> EI advised the group that Rocket Science had produced an interim report which is good. Members of the group asked whether this could be distributed and EI agreed to request permission to distribute.</p>
3.	<p><b>Actions from previous meeting</b> The action log was discussed and updated.</p>
4.	<p><b>Member Updates</b> (Template Attached) Success Even Better if ... Next steps ... Support needed ...</p> <p>EI asked the group if they had received the document regarding sharing successes and invited members to share.</p> <p>EI updated the group with regards to working with Armley Prison which will be in March. This will involve a core group of staff and also a group of men from the prison.</p> <p>Different members of the group shared their updates and EI asked if they could send them to EI, CR or CA.</p> <p>EI added that it is really important to share experiences and advised that we are going to produce a monthly comms bulletin which will include local work and good practice.</p> <p>EI advised that we are pulling resources to produce a resource pack for becoming a trauma informed organisation through the ATR Training Collaborative.</p>
5.	<p><b>Highlight Report – Programme Updates</b></p> <ul style="list-style-type: none"> <li>- ATR Framework (AKA Strategy)</li> <li>- ATR Knowledge &amp; Skills Framework</li> <li>- ATR Workstreams &amp; Pilots</li> </ul> <p>EI informed the group that the highlight reports, once produced, will cover the different workstreams and EI asked that if anyone would like anything specific adding to these reports, to email EI.</p> <p>With regards to the Knowledge Exchange, EI advised that the 'save the date' had been distributed and thanked everyone who had offered ideas and submissions. EI asked that if anyone would like to speak or contribute to this, to please email.</p> <p>EI invited LC to provide an update on the Education Workstream.</p>



	<p>LC advised that she had been successful to carry out this research but there is a very tight deadline, only three months to complete. LC has created a short survey for all schools to complete and would appreciate if people could advise of any 'gatekeepers' to send it to. LC agreed to share the link with EI/CR/CA and asked that colleagues forward to any other education settings, schools, colleges, universities etc. EI and CR advised that they will put a letter together for the Directors of Children's Services across West Yorkshire to let them know and also to request support.</p> <p>EI thanked members of the group who had expressed an interest in the ATR Knowledge &amp; Skills Framework meetings and advised that this will be launched at the Knowledge Exchange.</p>
6.	<p><b>WY Criminal Justice Session: May 2022 Planning</b></p> <p>EI advised that the Criminal Justice session has been moved to the meeting in May and asked if there was anything specific that the group wanted to focus on. Jo suggested a focus on women on the edge of criminal justice and EI/CR agreed to include this. Jo agreed to provide this element to the meeting.</p> <p>EI advised that she will email the group with regards to setting up a small group to arrange this session.</p>
7.	<p><b>WT ATR Evaluation Workshop</b></p> <p>EI invited James Ward from Rocket Science to present this item.</p> <p>JW provided the background into the work that Rocket Science are carrying out and asked the group if they had received the email that he had distributed in respect of the questions for the Jamboard. JW added the link to the chat for any members of the group who had not received this. JW asked the group to open the Jamboard and he explained how to add 'sticky notes' in relation to the questions.</p> <p>All members of the group contributed to the Jamboard and some explained what and why they had added things. This was an interactive session and all members of the group contributed. JW thanked the group and advised that the 'quotes' would be very useful for the research that they are carrying out.</p> <p>JW advised that Rocket Science had also devised a survey for the group to complete and added the link in the chat. JW added that the survey is completely anonymous but there is an opportunity for people to put their contact details in if they wanted to and also whether they would like to be interviewed to help with the research.</p> <p>EI thanked JW and the group.</p>
8.	<p><b>Next Steps and Close</b></p> <p>EI thanked the group for another really helpful meeting and advised that the notes and actions would be distributed as soon as possible.</p> <p>EI proposed that the March meeting be postponed due to annual leave and therefore the next meeting would be 14<sup>th</sup> April. The group agreed.</p>
<p><b>Date of Next Meeting:</b> 14<sup>th</sup> April 2022 10:00-13.00, MS Teams</p>	
<p><b>Future Meetings:</b>  12<sup>th</sup> May 2022, 10:00 – 13.00, MS Teams  9<sup>th</sup> June 2022, 10.00-13.00, MS Teams  14<sup>th</sup> July 2022, 10:00-13.00, MS Teams</p>	



Action Log			
1.	Send out Theory of Change paper	EI	Open
2.	To discuss with illustrator the creation of West Yorker Children	EI/CR	Open
3.	Volunteers from each place to present at Health and Wellbeing Boards with CR & EI– email to notify of who will be volunteering	All	Ongoing
4.	Agreed structure of future meetings with team meetings as well.	All	Open
5.	EI/CR to create a highlight report for the network meetings.	EI/CR	Open
6.	EI to connect with the frameworks institute and <a href="#">Nurture Development</a> with regards to co-production	EI	PAUSED
7.	CA to facilitate the ATR Fellowship	CA	Ongoing

Completed Actions			
1.	Update on the EOI at next meeting	EI	Complete
2.	Connect with members regarding the strategy group	EI/CR	Complete
3.	Quote for the ATR Knowledge Exchange event website to be sent out to members for information	EI	Complete
4.	Send information out regarding strategy and chapter suggestions	EI	Complete
5.	Establish a working group around community engagement / event (reps needed)	EI/CR	Complete
6.	Volunteers to be a single point of contact for each place with regards to mapping (two contacts from each place)	All	Complete
7.	As per the action above, collate a list of members within each place and share this stakeholder list with the group	EI/CR/DH	Complete
8.	SN & MC to connect with Place Leads	SN/MC	Complete
9.	Session on the next agenda to discuss chapter groups	EI	Complete
10.	Connect with Senior Leaders regarding pledges / case studies	EI/CR	Complete
11.	System mapping template to be re-distributed to members	EI	Complete
12.	SN to share WIFI paper on co-production, and quality standards produced by Leeds with EI	SN	Complete
13.	Co-production and information from the Health and Justice Framework to be added to WY mapping document in prep for EOI	EI/CR	Complete
14.	Circulate draft framework around being trauma informed and responsive	EI/CR	Complete
15.	Links to the ladder of participation to be sent out with the papers for the meeting	EI/DH	Complete
16.	Request for involvement of people with lived experience at boards and presentations	All	Complete
17.	To attach a 'blurb' to share with others not on the call on system mapping template.	EI	Complete
18.	System mapping document amendments/suggestions by mid-March 2021	All	Complete
19.	Dedicating the next meeting agenda to co-production	EI	Complete
20.	Request for involvement in planning Knowledge Exchange Virtual Event	All	Complete
21.	Share Wales VRU Document	EI	Complete
22.	Emm will share key documents with Warren as part of the knowledge exchange. (financial impact of ACEs)	EI	Complete



Action Log			
23.	Development of a resource that can be used to gain strategic buy in from senior leaders across WY&H	CR/EI/All	Complete
24.	Mapping to be sent to EI and CR by the 5 <sup>th</sup> February	All	Complete
25.	To include a presentation on Changing Futures Funding on a future meeting agenda.	EI/SN	Complete
26.	Update on Infant Mental Health at Future Meeting	EI	Complete
27.	JM sharing with members the insight report from the engagement group which enables to see any gaps we have.	JM	Complete
28.	DT to send resilience framework to JJ	DT	Complete
29.	JJ to check with EI regarding allocating tasks to individuals	JJ/EI	Complete
30.	EI/CR to circulate County Lines Presentation with the notes from the meeting	EI/CR	Complete
31.	DH will to share any other resources.	DH	Complete
32.	Send information for HEE request to CR/EI	All	Complete
33.	Update on NHSE Safeguarding link at future Meeting	CR	Complete
34.	Extend all future meetings top 3 Hours and include T&Gs	EI	Complete
35.	Send individual invitations for T&FGs	EI	Complete
36.	Pull Agenda together for T&FGs	EI/CR	Complete
37.	Disseminate Presentation: 'No Child Left Behind' Public Health England	GM/EI	Complete
38.	Scope potential of a WY&H trauma week	CR/EI	Complete
39.	Add Trauma Week onto agenda for T&FGs	CR/EI	Complete
40.	Resend the list of potential ideas from Warren	EI	Complete
41.	Discuss resource for Strategic Buy in with Warren Larkin	CR/EI	Complete
42.	Social Finance to send EI/CR details of the research project they are doing around social media and EI/CR will circulate to the group. If anyone is interested in being part of this research please email Jessica from Rocket Science (details in chat)	Rocket Science/ EI/CR	Complete
43.	EI/CR to distribute the strategy template and request if anyone is interested in being an author on any aspect or whether they would like to contribute anything.	EI/CR	Complete
44.	EI/CR to create a framework for the knowledge exchange from the discussion today. At the end of April we will be asking for volunteers to help support that work.	EI/CR	Complete
45.	EI/CR to distribute a highlight report template for place to be completed and returned. These highlight reports will be added as a standard agenda item every 3 months.	EI/CR/All	Complete
46.	EI to gain permission from Rocket Science to distribute the interim report	EI	Complete
47.			

