



**Action Notes**  
**West Yorkshire and Harrogate Health and Care Partnership**  
**WY&H Adversity, Trauma and Resilience Steering Group**  
 Thursday 8<sup>th</sup> September 2022, 10:00-13:00  
*Microsoft Teams*

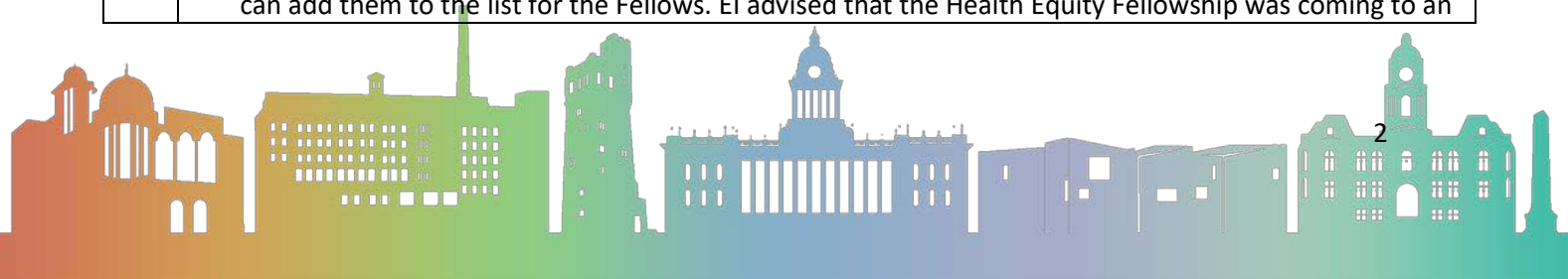
**In Attendance**

Emm Irving	Programme Manager for Improving Population Health WY HCP
Caroline Andrews	Project Manager, Adversity & Trauma WY HCP
Callie Harrop	Family Support Team Manager, Forget Me Not Children's Hospice
Catherina Westwood	Senior Advanced Nurse Practitioner for Trauma Informed Pathway, SWYFT
Claire Wright	Director of Education & Training, Thinking BIG
Fiona Rogers	Project Manager, Young Carers WY HCP
Gill Thornton	Head of Programme, Better Start Bradford
Jacqui Stansfield	Service Manager, Kirklees Safeguarding Adults Board
Joe Lindsay	Head of Web, First Event
Johnny Speight	Web Developer, First Event
Lewis Etoria	Community Engagement Lead, YAS
Lisa Buchanan	Improving Population Health Project Manager, WY HCP
Lisa Cherry	Expert
Nicola Anmarkrud	Specialist Advanced Practitioner, Trauma Informed Personality Pathway, BDCFT
Nigel Maunganidze	Social Worker, Trauma Informed Personality Pathway
Paula Albarran	ATR Workforce Development Lead, ATR Partnership Program between Bradford Trident, Wave Trust and Better Start Bradford
Penny Netherwood	Clinical Psychologist and Health Co-Lead for the trauma informed practice programme for children and young people in Leeds
Rachel Forbes	Specialty Registrar in Public Health, University of Sheffield, OHID & Sheffield Council
Rebecca Heeley	Team Leader, Fusion Housing
Rebecca Holley	YJS Health Development Lead
Rob Balfour	Founder & CEO Bens Place (Survivors West Yorkshire)
Sian Kilcommons	Family Action UK
Sue Francis	Workforce Development Lead – Trauma Informed Care, BCDT
Suzanne Sutcliffe	Clinical Nurse Specialist, Leeds Youth Justice Service/CAMHS
Yasmeen Sharif	Programme Manager, Barnardo's West Yorkshire Keyworker Pilot
Zak Yasin	Public Health Specialist (ACEs, Trauma & Resilience Programme), Bradford Council

<b>Agenda Items</b>	<b>Actions</b>
<b>1.</b>	<b>Welcome, Introductions</b> EI welcomed everyone to the meeting and advised that Carrie Rae had been taken off the ATR programme due to other commitments within the WY HCP.
<b>2.</b>	<b>Social Love Presentation – Rachel Forbes</b>  PPI presentation - stakeholders.pptx  RB introduced herself and explained that the presentation was a research proposal for research fellows and would welcome the groups views/input. RB explained the content and advised that they would be holding stakeholder network meetings, individual meetings and group meetings and asked the group whether they felt the research would be valuable and whether we wanted to be part of the stakeholder network group. RB also asked whether the group would be prepared to write a letter of endorsement.



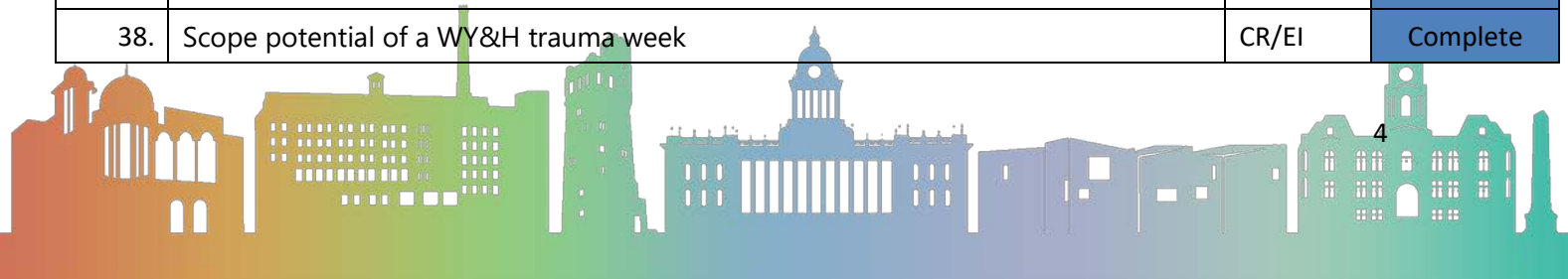
	<p>EI advised that as a programme lead, she would fully support this. EI agreed to send an email to the group to ask for their opinions.</p>
3.	<p><b>ATR Academy &amp; Digital Hub Website, First Event Team</b></p> <p>JL/JS provided a presentation showing the group what the new website will look like, the content/pages and how to navigate.</p> <p>EI advised that the presentation will be going to the Strategy Board for sign off.</p> <p>EI asked place leads to review the current content and update if required. EI also asked place leads to provide any resources/links/research/evidence etc. for the site.</p> <p>EI added that all of the current content and all documentation produced from this programme and the knowledge exchange will be included in the website.</p> <p>There was a group discussion and everyone agreed that the website would be invaluable to the programme.</p> <p>JL/JS asked that if anyone had any comments or suggestions to email direct or through EI/CA.</p>
4.	<p><b>Knowledge &amp; Skills Framework</b></p> <p>EI provided a presentation and explained the content.</p>  <p>WY Knowledge and Skills Workshop 01.i</p> <p>EI advised that the task and finish group had agreed to use the Scottish model but add supplementary documents around prevention, resilience and inequalities which we will need to build into this session. There will need to be 2 or 3 authors for each section and a template will be sent to complete. The first drafts will then be presented to the task and finish group for comment/feedback and then the second draft will be sent to the wider network for feedback. There is a 6 month timeline and we would like to launch it at the Knowledge Exchange 2023. EI asked that colleagues share the EOI for author email to any other colleagues in their organisation. There will be an indication of the word count and an estimate of the time it will take to complete the section. EI will email the group to request volunteer authors for these documents. LC offered to help with the document.</p>
5.	<p><b>A.O.B.</b></p> <p>There was no other business.</p>
6.	<p><b>Actions from previous meeting</b></p> <p>The action log was discussed and updated.</p>
7.	<p><b>Programme Update</b></p> <ul style="list-style-type: none"> <li>- <b>Strategy Board</b></li> <li>- <b>Subgroups &amp; Workstreams</b></li> <li>- <b>Subject Experts</b></li> <li>- <b>Funding</b></li> </ul> <p>EI advised that the next Strategy Board meeting would be the first one for Alison Lowe, Deputy Mayor as the strategic lead for the ATR programme.</p> <p>EI advised that the following would be discussed:</p> <ul style="list-style-type: none"> <li>- Resource and capacity</li> <li>- Clockwork Films would like to film a mini series, 2 or 3 episodes, on the trauma informed work in West Yorkshire and HMP Armley</li> <li>- ATR Fellowship – EI asked the group that if they had any gaps in their ATR projects to let us know as we can add them to the list for the Fellows. EI advised that the Health Equity Fellowship was coming to an</li> </ul>



	<p>end and there will be a celebration ceremony which anyone is welcome to attend. Please contact CA if you would like the date sending.</p> <p>The group discussed the current cost of living crisis and also resilience and it was agreed that the next meeting on 20<sup>th</sup> October would be themed on poverty, the November meeting would be resilience and prevention and the meeting in December would be language. EI asked members to invite anyone they thought could contribute or are interested in these subjects.</p>
7.	<p><b>Theory of Change</b></p> <p>EI advised that the whole programme needs this and asked that if anyone was interested to work with EI/CA to draft these to contact us. SK agreed to help.</p>
8.	<p><b>Forward Planning – Network Meetings</b></p> <p>EI asked the group whether they had any suggestions for future meetings and advised that the next 2 meetings were due to be themed. JP suggested suicide prevention and LC suggested language but also to add to the agenda as a standing item for future meetings as it changes constantly. EI asked the group to either put their suggestions in the chat or to email EI/CA. SK suggested sexual abuse, trauma and system re-traumatisation and stated that he would be happy to present or contribute.</p>
<b>Date of Next Meeting: Thursday 20<sup>th</sup> October, 10:00 – 13:00, MS Teams</b>	
<b>Future Meetings:</b>	
Thursday 10 <sup>th</sup> November 2022, 10:00-13.00, MS Teams	
Thursday 8 <sup>th</sup> December 2022, 10:00-13:00, MS Teams	
Thursday 12 <sup>th</sup> January 2023, 10:00-13:00, MS Teams	

<b>Action Log</b>			
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.	EI to connect with the frameworks institute and <a href="#">Nurture Development</a> with regards to co-production	EI	PAUSED
5.	Social Love Presentation - EI to email the group to request their opinions on the research and agreed to sign the endorsement.	EI	Ongoing
6.	Knowledge & Skills Framework - EI will email the group to request volunteer authors for these documents. LC offered to help with the document.	EI	Ongoing
7.	EI/CA to email the group for volunteers to be mentors.	EI/CA	Ongoing
8.	October meeting – Poverty, November meeting – Resilience and Prevention and December meeting – Language	EI/CA	Ongoing
<b>Completed Actions</b>			
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

Action Log			
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
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



Action Log			
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.	Agreed structure of future meetings with team meetings as well.		Complete
48.	EI/CR to create a highlight report for the network meetings.		Complete
49.	EI to connect with the frameworks institute and <a href="#">Nurture Development</a> with regards to co-production		Complete
50.	CA to facilitate the ATR Fellowship		Complete
51.	EI/CR/CA to send email to group requesting expressions of interest for a Justice Workstream.		Complete

