

NQB Stakeholder Forum

Background

1. The purpose of the NQB Stakeholder Forum is to bring together the key constituencies of stakeholders that are vital to the delivery of quality, and to closing the 'quality gap'. The NQB should seek to work in partnership with the Stakeholder Forum to co-design its work programme, and shape its quality strategy. The NQB should take input and steers from the Stakeholder Forum to ensure that its work is reflective of the challenges and opportunities in respect of quality at every level in the system.
2. At the meeting in June 2015, the NQB agreed that:
 - the NQB Stakeholder Forum should be of a manageable size (in the region of 40 people), small enough to ensure the NQB can have relationships with individual members, yet large enough to provide the breadth of views the NQB needs to seek.
 - it would seek to extend the opportunity to participate in the NQB's Stakeholder Forum to all relevant groups but acknowledged that the nature of this level of engagement means that it would work with representatives of each group rather than with every individual. As such, Stakeholder groups would be invited to identify their own representatives.

Membership and recruitment

3. The proposed NQB Stakeholder Forum membership, updated following discussions at 1 June 2015 meeting is enclosed at Annex A.
4. Following advice from Patient and Public Voice colleagues, the recruitment of the Patient / Public / Citizen members of the Stakeholder Forum was paused over the summer period due to potential for many applicants to be on annual leave and therefore miss the advert.

5. The intention is for the role advert (along with an application form and application information pack) to be cascaded throughout relevant networks of patients, public communities and voluntary sector organisations during w/c 28 September 2015. The NQB Secretariat can use the NHS England Patient and Public Voice Team to facilitate this through such NHS England networks, but are keen to also cascade through NQB member organisation's networks where this is possible.

NQB Stakeholder Forum Event

6. The date of 27 November 2015 has been secured for the 1st NQB Stakeholder Forum Engagement Event to take place in central London (venue TBC) and diary invitations have been issued to all NQB members and the NQB Directors Group.
7. This timing would give the NQB an opportunity to make further progress in further developing its quality strategy workstream, which it could test with the Stakeholder Forum. A proposed agenda is:

Welcome
Brief introduction to the FYFV and the three “gaps”, specifically the “quality gap”
Overview of the NQB: its role, its membership etc
Purpose of the NQB Stakeholder Forum: how we will work together
Overview of the NQB Workstreams
Quality Strategy
<ul style="list-style-type: none"> a) Defining Quality: Test a developed quality definition and narrative on common purpose b) Measuring Quality: Test a draft basket of measures
Next Steps

8. Early consideration should be given as to whether external facilitation would be beneficial at the event.

Action required

NQB members are asked to:

- note the 1st NQB Stakeholder Forum Event proposed date of 27 November 2015;
- confirm the proposed membership of the NQB Stakeholder Forum (Annex A);
- provide contact details of individuals within their own organisation who can cascade the Patient / Public / Citizen role advert through it's networks;
- discuss and provide a steer on the proposed areas for discussion; and
- decide if external facilitation is required at the event.

NQB Secretariat

September 2015

NQB Stakeholder Forum: Proposed Membership

Following discussions on 1 June 2015, regarding the NQB Stakeholder Forum membership, the table below has been updated to reflect additional stakeholder groups, suggests how these members might be sought against each constituency, and how many people might be included:

Groups	How source members / suggested members	No. of members
Patient / Public / Citizen	Recruitment exercise to select individual Patient / Public / Citizen members	3
	Nominations from key patient groups: <ul style="list-style-type: none"> • National Voices • Patients Association • Healthwatch England 	3
Carers	Nomination from Carers UK	1
Commissioners	Nominations from NHS Clinical Commissioners	3
Providers (both NHS and Independent)	Nominations from NHS Providers; and Nominations from ????	4
Social Care		3
Professionals	Representatives from: <ul style="list-style-type: none"> Academy of Medical Royal Colleges Royal College of GPs Royal College of Nursing Allied Health Professional 	4
NHS Managers	Nominations from NHS Confederation	2
Think Tanks	Kings Fund Health Foundation Nuffield Trust	3
Local Government	Nominations from the LGA for: <ul style="list-style-type: none"> • Director of Adult Social Care • Local Authority Chief Executive • Director of Public Health 	3
Public Health	Nominations from PHE	3
Voluntary Sector	Nominations from Richmond Group	2
	Nomination from Mental Health Policy Group	1
	Representative from a smaller voluntary sector organisation (to ensure breadth of views)	1
Professional Regulators		1
AHSN	Nomination from AHSN Network	1
HSCIC		1
HQIP		1
TOTAL		39