

# Healthwatch Cambridgeshire and Peterborough Cambridgeshire County Council's Engagement Function Contract

## Purpose

1. This report seeks formal Board approval for Healthwatch Cambridgeshire and Peterborough to deliver a contract to deliver the Cambridgeshire County Council (CCC) engagement function. In the past this contract has been delivered by Cambridgeshire Alliance for Independent Living (CAIL).

## Key issues

2. The contract and the proposal were circulated to this Board in March 2018. Further negotiation with CCC secured amendments to the contract which satisfied all concerns.
3. Following positive feedback from all Directors, the Chair took Chair's Action to approve the acceptance of the contract. The contract commences on 1<sup>st</sup> June 2018 with an annual value of £82,847.
4. Opportunities, risks and mitigations are described in sections 8 to 13.
5. A full time Partnerships Development Manager has been appointed to deliver this work. A part time Admin Assistant post will be recruited to in due course.
6. Our Commissioner at Peterborough City Council supports this work and has agreed that the contract be a variation to our existing contract.

## Action required by the Board

7. The Board is asked to:
  - Note Chair's Action to approve acceptance of the contract.

## Author

Sandie Smith, CEO

16<sup>th</sup> May 2018

### *Opportunities*

8. The purpose of this work is closely aligned to Healthwatch core business and presents an opportunity to join up engagement across health and social care in Cambridgeshire.
9. There will be increased opportunities to gather feedback through the Partnership Board representatives and the organisations that attend.
10. There will be an opportunity to reinvigorate the Partnership Boards and facilitate wider system engagement with existing members.

### *Risks*

11. The Partnership Boards in Cambridgeshire are well established with a stable membership. There is a small risk that people may leave as there is some uncertainty about the future of the Boards. Discussions between Healthwatch and CCC have been confidential and the wider members are not aware of this proposal.

Mitigation: CAIL have agreed to contact all Partnership Board members once the proposal for Healthwatch to take on this work is agreed, and therefore public.

12. There is a risk that the past work of the Partnership Boards will be lost in the transition.

Mitigation: The CEO, CCC and the CAIL Chief Officer are coordinating the handover of historic data.

13. There is a risk of confusion between Healthwatch core work and the work delivered in this contract.

Mitigation: Separate activities, objectives and outcomes will be clearly set out in the organisational work programme. Distinct KPIs will be identified and reported to Board as part of the CEO report. Branding of individual activities and reports will be considered on a case by case basis.