**NHS England Older People’s Sounding Board**

* Are you over the age of 50 and have life experience that gives you insight into health and social care?
* Are you interested in the development of health services in England?
* Do you have an interest in how change happens and in making the design and delivery of services better for people as they age?

If you do, we would love to hear from you. We are recruiting people to share their thoughts on development ideas NHS England has. We think this is a fantastic opportunity for people to share their thoughts with **NHS England and NHS Improvement** on the early stages of health policy and proposed service developments so that they work better for all older people.

**Who are we looking for?**

We are currently looking for 25 people to join the Sounding Board and a larger group of people to take part in Themed Conversations where people can share their thoughts on a wide range of health and care topics.

We are looking for people with an informed interest in health and social care. This might be through experience of advocacy services, the hospice movement, consumer affairs, physical or mental health or well-being services, emergency services, health and social policy research or development, voluntary and social enterprise sector, Social Services, the NHS, local government, legal services, housing, patient participation groups, carers groups or dementia services.

Sounding Board members might also have experience and skills in some of the following things, though it is not essential.

* Experience of working in partnership with diverse groups of people
* Understanding and evaluating a range of information
* Displaying sound judgement and objectivity.
* Awareness of, and commitment to, equality and diversity.
* Understanding the need for confidentiality.

We hope that the Sounding Board will reflect the diversity of the communities we live in, including ethnic diversity, gender diversity, health diversity (including people living with long term health conditions, mental and physical wellbeing inequalities) and geographical diversity.

**Your role as a Sounding Board member**

You will bring your views, lived experience and perspective to the Older People’s Sounding Board. You will:

* ensure that NHS England and partner organisations prioritise the perspectives of people who draw on services, patients, carers and family,
* champion the diversity of public views,
* be a critical friend, challenging NHS England and NHS Improvement
* share with others the work of the Sounding Board
* review and comment on documents and prepare for meetings
* act with integrity and respect confidentiality

Membership of the board will last until 31st March 2023 after which you will have the opportunity to reapply.

**What is involved?**

Being a member of the Older People’s Sounding Board involves:

* Attending short induction workshops to be held online on the 22nd and 29th March 2022.
* Attending 5 Sounding Board meetings between April 2002 and March 2023. Some will be held online, and others will be in person, see the dates below. Each meeting will be up to 3 hours long. We expect members of the Sounding Board to commit to attending as many of the 5 meetings as possible.
* You will be expected to listen actively and share your thoughts in a constructive way.
* Further opportunities to get involved in regular Themed Conversations.
* Completing monitoring and evaluation forms.

**Dates of meetings:** Online induction workshops will take place on the 22nd March and on the 29th of March and the first full Sounding Board meeting will take place on the 20th April. The dates for the Sounding Board meetings are:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Sounding Board 1 | Sounding Board 2 | Sounding Board 3 | Sounding Board 4 | Sounding Board 5 |
| 20-Apr-22 | 14-Jun-22 | 15-Sep-22 | 13-Dec-22 | 14-Mar-23 |
| 10.00-13.00 | 10.00-13.00 | 10.00-13.00 | 10.00-13.00 | 10.00-13.00 |
| Wednesday | Tuesday | Thursday | Tuesday | Tuesday |
| online | online | face to face | online | face to face |

**Support**

NDTi will support all members to contribute to the Sounding Board with training, technical support for online meetings, reasonable adjustments and by being there for you to make sure you are able to take part. You will get advance copies of proposals, in a suitable format for you, so you can prepare for meetings.

**How the Sounding Board will work**

**Online meetings:** Some Sounding Board meetings will take place online. We propose to use Microsoft Teams and will help Sounding Board members who are not familiar with teams to learn about how it works. Using Teams will help the Sounding Board function smoothly online – it will not only be a place for the meetings to take place but also be a place where Sounding Board members will find all documents related to a meeting and will be a place you can chat with each other without the need for NDTi or NHSE&I involvement.

**Face to face meetings:** We hope to be able to have some face-to-face Sounding Board meetings in the coming year. These meetings will take place in an accessible venue, close to good rail links. The meetings will normally start at 9.30 am and may last a little longer than the online meetings. If you need to you will be able to stay at, or near, the meeting venue the night before the Sounding Board. We will cover the costs of accommodation, travel and meals. Proposed dates are set out above.

**Induction, Training and Support:** NDTi are committed to supporting the sounding board so that it can operate smoothly and so that everyone involved feels able to contribute fully. To help make this a reality we will host online induction sessions on [insert date]. Further training will also be made available to Sounding Board members throughout the period of membership. Before you join the Sounding Board we will have a conversation with you to find out what technical support you may require to make the most of being a member of the sounding board.

**Reimbursement:** You can be reimbursed for any out-of-pocket expenses incurred because of taking part in the Sounding Board. We will provide detailed information on the kind of expenses that can be reimbursed to anyone who joins the board. Eligible expenses include travel, meals, costs of carers/ support workers that enable someone to attend a meeting, and a contribution to ‘office’ costs. There may also be opportunities to take part in other activities, for example NHS England and NHS Improvement’s Citizens Advisory Group, for which you would receive an involvement fee, in addition to reimbursement of expenses.

**How to apply to become a Sounding Board member:**

You can express an interest in joining the Sounding Board by filling in the online form [[insert link]].

You have the option, if it is easier for you, to answer the questions in the form by recording yourself and sending us the video or audio file. We are interested to know:

* Why you want to join the Sounding Board?
* What life experience and perspectives you will bring to the Sounding Board?
* How you currently get involved in your community? What other organisations, networks or groups do you belong to?

We will also ask you to complete an equality and diversity monitoring form.

**Closing date:** Please express your interest **before 9 am on Monday 14th March**.

**Getting involved in Themed Conversations**

If you don’t think being a Sounding Board member is for you but would like to get involved in Themed Conversations, please register your interest using this link [[insert link to Themed Conversations EOI form]]. Please do share the opportunity to join the Sounding Board or to get involved in the Themed Conversations with your friends.

Between April 2022 and March 2023 NDTi will be hosting regular **Themed Conversations** where people (aged 50 and over) will be invited to share their thoughts on some of the bigger questions of community and civic life that affect health policy and implementation. You can take part in as many or as few conversations as you wish, and you will be able to take part in a variety of ways.

**Background to NDTi**

The [**National Development Team for Inclusion (NDTi)**](https://www.ndti.org.uk/about-us/about-ndti) is a social change organisation that has been working for over 25 years to enable people at risk of exclusion, due to age or disability, to live the life they choose. We help organisations rethink what’s possible and inspire and support policymakers, services and communities to make change happen - change that leads to better lives. NDTi have been commissioned by NHS England and NHS Improvement to host the Sounding Board until March 2023.

**Background to NHS England and NHS Improvement**

NHS England and NHS Improvement work together to support the NHS to deliver improved care for patients. Together they support the delivery of the National Health Service (NHS) and the NHS Long Term Plan in England and set the priorities and direction of the NHS. They encourage and inform the national debate in order to improve healthcare services and policy. The main aim of NHS England is to improve the health outcomes for people in England; it oversees the budget and planning for healthcare services in the NHS. Services include for example; primary care (GPs, dentists, eye care, pharmacy) and specialised services (rare diseases and conditions that are uncommon or require specialist treatment). More information about NHS England can be found at: <https://www.england.nhs.uk>