



Minutes of the Leicester-Gondar Executive Group Meeting held on 16th March 2017, 5pm

Attendees: Heather Dipple (Chair) Mike Silverman Sandra Kemp
Peter Houtman Mark Goodwin Geoff Woodruff
Theresa Phillips Ash Mokashi Barrie Rathbone
Kathy Astbury

1. **Apologies:** Carol Greenway, Christine Iliffe, Steve Hardy, Nick Brown, Laurence Wicks

2. **Minutes from the meeting held 8th December 2016** were agreed as a true record

3. **Matters Arising:**

- Grant Updates –
Sandra provided an update on behalf of Christine. The HIV Mother and Child project has now started. Christine visited Gondar February 2017, is in regular communication with the team via skype and is planning to return to Gondar in October 2017.

4. **Administration:**

Mark informed members that the report requesting the LGL/HALE Administration role be extended beyond August 2017 was endorsed by the College of Medicine, Biological Sciences and Psychology and has been supported by the Registrar's Office (Dave Hall).

However, Mark has received an email from the Director of the International Office (Suzanne Alexander) saying a review is starting after Easter into the sources of funding, nature and future support for the Link following the grant the University of Leicester is hoping to receive for £600k from the BBSRC (Biotechnology and Biological Sciences Research Council).

ACTION: Mark will keep members informed

5. Project Updates: 8th December 2016 – 16th March 2017

ACTION: Members to confirm which projects are currently 'Active'

- Mental Health (Heather Dipple / Lynn Wroe) (*Project Reporting Form information below / PRF to be submitted to HALE Trust Board 8/6/17*)

Activity :

- Small donations received.
- Crowd fundraising initiative to raise money to develop the community mental health service initiated by Lois Dugmore.
- Visit planned April 25th 2017 (10 days), Heather Dipple and Clay Frake. To put together proposals for next steps of project with hospital and NGOs.

Issues for Discussion : Business visa's

- Patient Safety (THET/DFID) / Nursing & IPC (Sandra Kemp) (*Project Reporting Form information below / PRF to be submitted to HALE Trust Board 8/6/17*)

Activity : Since the last meeting in December I have made two visits to Gondar. I returned last week after my final visit and am pleased to report that Hand Hygiene Compliance has risen from 41% to over 70% in 15 months. We have reduced sharps injuries by 50% and almost all the staff have received Hepatitis B Vaccinations. We have trained 500 staff in Infection Prevention and Control and Occupational Health and Safety and appointed 50 Hand Hygiene Champions. There has been a big improvement in the Hospital compound with extra sinks put in where needed. The CASH team are now changing their name to the Infection Prevention and Patient Safety team and they meet weekly.

Issues for Discussion : Staff changes; Link person in Gondar; Finance in Gondar.

ACTION: Sandra to provide Mark with a copy of the final report to THET (*background information for the International Office Review*). UPDATE – HPS Final Narrative Report emailed to Mark and LGL members

- Paediatric / Play Area – Sandra has submitted a bid based on the requirements suggested by the University of Gondar Hospital clinicians.

ACTION: Sandra to forward email of request to Mike

Project needs to be sustainable and provide teaching and training.

ACTION: Barrie to speak to a contact he knows who may be interested in leading this project

- Ophthalmology – Geoff informed members that himself and Ash are hoping to visit Gondar later this year.

6. Fundraising Plans & Events:

- Crowdfunding - www.crowdfunder.co.uk/hale-mental-health-project-in-ethiopia

Lois Dugmore is a nurse consultant at the Bradgate Unit, LPT. Lois and her team are keen to raise money to purchase a vehicle and community worker to allow staff to visit remote areas of the Gondar community to provide training, care and treatment to those with mental health issues.

Link to Crowdfunding Page has been circulated to HALE Trustees and Leicester-Gondar Link members. It is also being advertised on the Leicester-Gondar Link Facebook page.

- Robyne McCarthy (Social Worker within the Leicester Partnership's Assertive Outreach Service) is running the London Marathon 2017, 23rd April. To make a donation go to <http://uk.virginmoneygiving.com/giving/>, select Make a Donation and search Robyne McCarthy.

Link is being circulated to HALE Trustees and Leicester-Gondar Link members on a fortnightly basis and is also being advertised on the Leicester-Gondar Link Facebook page.

Robyne has produced a poster (copy attached) for members information and wider circulation.

7. Finance Report:

Peter provided members with the latest Leicester-Gondar Link accounts overview (copy attached).

Peter reminded members of the requirement for receipts to be obtained and submitted against expenditure and meaningful statements be produced when requesting finance.

8. Visa's:

Heather re-iterated that members are encouraged to travel to Gondar on Business Visa's (as opposed to a Tourist Visa).

Mr Fekade is the Gondar University officer based in Addis Ababa who will be the liaison officer for Leicester-Gondar Link members. He will obtain the University of Gondar invitation letters required for the Ethiopian Embassy in London to produce the Business Visa prior to travelling.

Mr Fekade is also happy to assist with any other travelling enquiries. His email address is bhfek1@gmail.com.

9. **Medical Student Electives / University of Leicester Elective Fair 6/3/17:**

Heather, Kathy and Rob Jay (previous University of Leicester medical elective) attended the Elective Fair 6/3/17. Prior to attending Heather contacted Dr Sisay who confirmed the University of Gondar is keen to continue to receive electives from the University of Leicester. Of the students who attended the Fair 18 provided their contact details for further Leicester-Gondar Link medical elective information.

ACTION: Kathy to contact the students who expressed an interest. UPDATE – Email sent to students 24/3/17.

ACTION: Kathy to provide feedback of the Elective Fair to Mark (*background information for the International Office Review*). UPDATE – Email sent to Mark 24/3/17.

10. **Any Other Business:**

- Mike attended the THET and Royal Society of Medicine Global Health Partnerships meeting, 22/2/17 (copy of notes attached).

One of the issues from the meeting was advice that partnerships should look to expand their activity areas into the broader links of education and business.

- Heather, Barrie, Dan and Kathy met with Ballu Patel, Community and International Lead (Non-Exec Director), 1/3/17. Mr Patel's is undertaking an international volunteering initiative and to support this was seeking background on University of Leicester and UHL current international projects. Barrie raised the concern regarding the difficulty in obtaining study/special leave to undertake projects.
- Geoff informed members that grant applications from THET are invited from 29th June 2017 (3 month submission deadline expected)

11. **Date of Next Meeting:** Thursday 13th July 2017, 5pm
CJ Bond Room, Clinical Education Centre,
Jarvis Building, LRI