



Minutes of the Leicester-Gondar Executive Group Meeting held on 8th September 2016 am 5.30pm

Attendees:

Heather Dipple (Chair)	Mike Silverman	Sandra Kemp
Theresa Phillips	Peter Houtman	Christine Illiffe
Laurence Wicks	Stefania Vodita	Amy Weller
Nick Brown	Jane Aires	Kathy Astbury

1. **Apologies were received from:** Barrie Rathbone, Somnath Banerjee, Geoff Woodruff, Carol Greenway and Steve Hardy

Welcome: Kathy Astbury as Leicester-Gondar Link and HALE Administrator

2. **Minutes from the meeting held 17th March 2016** were agreed as a true record (Open Event 18th May 2016, no minutes)
3. **Grant Updates:**
 - Patient Safety – Successful training visit from Gondar (x 3 members) earlier in the year. However on their return there seems to be a breakdown within the team and no audits have been submitted in the last 4 months (including hand hygiene). Sandra is booked to visit Gondar November 2016 (FCO advice pending) to try and resolve the management issues. The project reporting deadline has been extended to accommodate delay in Sandra being able to visit Gondar beforehand.
4. **Administration:** Peter is meeting Kathy 13th September to discuss Leicester-Gondar Link and HALE finances. As Kathy is new in post Peter asked members to ensure they provide correct project codes when submitting financial information. Christine informed members that of the 8 grant applications submitted 4 have asked for additional information which she has provided.
5. **Project Reports:**
 - Mental Health – Heather was hoping to visit Gondar September 2016 however as per FCO advice this trip has been delayed until next year (possibly April 2017).

- FCO / Gondar Visits – Members agreed that the Leicester-Gondar Executive Group would not approve any members visiting Gondar against FCO advice. Kathy is awaiting a response from Link Insurance (University of Leicester Insurers) regarding the possibility of claiming travel reimbursements for cancelled trips due to FCO advice. (13th Sept – Link Insurance have advised that as Ethiopia was not on their list of high risk countries when the policy was renewed, and if the flight is not cancelled by the airline, no reimbursements will be paid). Several members have spoken directly with the Gondar / Addis Ababa contacts, feedback is conflicting.
- Anaesthetic MSC – Mike informed members this project is currently on hold due to the situation in Gondar.
- Orthopaedics & Trauma – Laurence informed members that the project team are hoping to visit Addis Ababa November 2016 and they will monitor the situation in Gondar from Addis (Addis is not currently within the area where FCO have advised against travel).
- Koladiba and HIV Transmission – Christine welcomed Stefania and Amy (Pathology) to the Executive Group. MOU's have been signed with the Health Centre. Work should begin November 2016. Fund raising is going well and grant applications are progressing. Mike suggested the Lab Group headed by Christine needs to include Tony Sims.

ACTION – Mike asked Kathy to provide Christine with Tony Sims contact details (tony.sims33@googlemail.com)

- Strengthening Surgical Capacity – Jane and Peter Aires are currently planning the student visits to Gondar for 2017.
- Electives – Requests from medical students may be received. In the past Mike used to meet with students who wanted to go to Gondar. We will need to arrange a meeting if students are interested.

ACTION – Laurence to provide Kathy with contact name / email address to forward Elective requests to (In the meantime Kathy has been forwarding elective request emails to electives@uhl-tr.nhs.uk

RESPONSE (from LW) – Current lead of electives is Dr Maria Keering, Medical Electives Convenor, mk270@le.ac.uk, Electives Secretary, Nichola Smith, ns55@le.ac.uk

UPDATE – Nichola Smith advised elective enquiries should be forwarded to Robert.marsden@uhl-tr.nhs.uk who advised they should be forwarded to electives@uhl-tr.nhs.uk. For Gondar placement elective requests Mike Silverman advised they be forwarded to Dr Sisay, sisaydr@yahoo.com

- CTP / Endoscopy / Dietetic – Barrie was hoping to visit Gondar in October 2016 however this visit has not materialised due to lack of feedback from Gondar. Peter informed members that the BMA Humanitarian Fund (£3000) received for the Endoscopy Project for teaching and training cannot now be utilised and is therefore going to be returned to the BMA.
- New hospital – Sandra informed members that Phase 1 is open. Sandra was hoping to double check progress of Phase 2 and 3 during her visit in November 2016.

6. **Fund Raising & Events:** Christine is organising a wine tasting event, 23rd September 2016, 7.30pm – 10pm, University of Leicester (Gartree & Rutland Room), tickets £15 each. Contact Christine Iliffe – Email: Christine_Iliffe@yahoo.co.uk, Tel: +44 (0)7967 499556.

7. **Finance Report:** Nothing more to add.

8. **Membership:** It was suggested the Leicester-Gondar Link Executive Group meeting is a joint committee / project meeting. It is important to get a representative from each of the subgroups to attend as we are a decision making committee.

ACTION – Heather to contact members to propose future membership option(s)

9. **Any Other Business:**

- **Visas** – Members are experiencing difficulties getting visas. London won't issue visas without a code from Addis and there appears a delay in getting the code when contacting the international office at Gondar University. Sandra suggested Dr Takelle as an alternative contact for visas. Mike agreed to contact Dr Takelle.

ACTION – Sandra to send Dr Takelle's email address to Mike. Mike to contact Dr Takelle to try and obtain a way forward to resolve the delay experienced in obtaining visas

UPDATE – Dr Takelle's email address is takelletadesse1627@gmail.com. Mike emailed Dr Takelle 20/11/16.

- **Leicester-Gondar Link** – Jane suggested the Leicester-Gondar Link could be advertised internally within the University of Leicester at an appropriate time (when the current situation in Gondar has been resolved). Sandra volunteered her support in this campaign.
- **FCO Alerts** – Nick suggested Kathy register online for FCO alerts. The Government link for foreign travel advice to Ethiopia is available at <https://www.gov.uk/foreign-travel-advice/ethiopia>

ACTION – Kathy has registered with Gov.UK for Ethiopia travel advice

- **London Marathon 2017** – HALE has secured one place on the London Marathon 2017 and will be invoiced £330 + vat in November 2016. It was suggested that Lynn may know of a person who would like to undertake this challenge.

ACTION – Kathy to contact Lynn to confirm London Marathon 2017 candidate

UPDATE – HALE London Marathon 2017 candidate is Robyne McCarthy. Robyne is a Mental Health Social Worker within Leicester Partnership's Assertive Outreach Service.

10. **Date of Next Meeting:** Thursday 8th December 2016, 5pm
Teaching Room 2, Clinical Education Centre,
Jarvis Building, LRI