**Yorkshire & Humber Trainee Executive Forum (TEF)**

**Minutes of Meeting**

**Date:** **16th August 2023**

**Venue: MS Teams**

**Time:  0900-1200**

**Attendees invited (attended ​þ​):**

​​**þ** Sium Ghebru (Chair) **þ** ​Charlotte Chuter (Wider Forum Lead)

​​**þ** Raykal Sim (Vice Chair) **þ** ​Chioma Maduka (East Locality Lead)

​​**þ** Susan Stokes (Secretary) **þ** ​ Ugochukwu Uzondu (South Locality Lead)

​​**þ** ​ William Sapwell (Employers Lead) **þ** ​ Eman Hassanin (West Locality Lead)

**þ** Waqas Din (Quality Lead)​☐​ Sara Khalid (Wellbeing & Support Lead)

​​☐​ Donnar Ejiofor (EDI Lead) **þ** ​ Jessie Tebbutt (Comms & Engagement Lead)

​​**þ** Laura Naish (EDI Lead) **þ** ​ Michelle Horridge (LTFT Lead)

**Apologies:** Donnar, Sara

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| **Welcome**  **Introductions, apologies**  Moment of gratitude.    **ITEM**  **Review of last meeting**   * Review of Padlet access. SG will provide logins via email by the end of the week. * GMC booked to attend September TEF * CC/SG Will Clarke will be attending August WF * MH had meeting with Jon Hussain (national LTFT lead) re funding for a local LTFT conference. BMA LTFT conference exists but keen to run one locally. * Preyai working on improving teaching project – will contact RS when further along * SG has meeting with Katie Cobb and will be able to get Accent update in due course.     **Action point**:  SG to provide padlet logins to TEF members to update.    **ITEM:** CC August WF Plan  GMC **NETS** discussion  Will Clarke will be giving a talk on his project on **handover** in York hospital - practical measures to build bridges, applying for funding.  Emma Harper will be opening discussion on **social media engagement** and what trainees want from WT&E comms.  Future teaching element – hoping to recruit speakers at DEMEC.    **Action point**:  CC to recruit WF speakers at DEMEC.  ALL TEF to attend August WF meeting.  **ITEM:** DME Update  Positive feedback from inductions – many more face to face.  Finalising TEF pairings with Heads of Schools    **Action point**:  RS to finalise TEF members/HoS pairings  **ITEM:** Question of the Month  **Why did you join the TEF?**   * Benefit of taking a year OOT * Longstanding interest in student/trainee representation * Under-advertised element of trainee representation * Primary interest is educational rather than political * Networking opportunities / opportunities to effect change * Building relationships with people in a similar mindset * Goals from the year: many, but one principal goal is to support the TEF trainees * Corporate experience * Change is difficult to implement as a trainee that rotates six monthly, but in a 2 year post * Ability to get involved with stuff * Wanting to feel as though I can affect change * Engaging with training as a period of life, a journey, rather than something to get through and over * Maintaining visibility for trainees * Providing a curated resource for people to be able to access when they need it * Communicating the trainee voice to those who have to power to make changes * Dealing with the training program mis-sell * Advocating on behalf of trainees and supporting them to enact change for themselves * When you’re in it it can be difficult to challenge the status quo; opportunity to be able challenge systems in a way that individuals perhaps cannot * Trying to change things for those coming behind * Providing routes for escalation, signposting, removing barriers to support * Having a channel for your voice to be heard * Arming trainees with a network of people they can tap into to bolster them in challenging what they’re being told, connecting people with others * Hearing and representing views * Challenging the concept of trainees as a number * Having access to those who can effect change     We’re all here for similar reasons: wanting to support and champion people, and have better mastery of system structures.  Although we have leads for a particular area, we are a team and can work together to  **Action point**:  Although we have leads for a particular area, we are a team, and we should take opportunities to collaborate on projects.  **ITEM: TEF Updates**  **Employers Lead**: going to the SOP group meeting. WS IMT culture survey – research project – aim to present at DEMEC, as well as direct feedback into the system. Need to recruit more in order to get representative sample.  **LTFT Lead**: meeting with Jon Hussain re LTFT issues. Jon keen to support a day but issues around funding. LTFT fb group. LTFT whatsapp group in Y&H. Plan to raise the repeated issues. Possibility of penalties for repeat offender Trusts – can the TEF raise this? Can the TEF utilise the GMC more? (GMC have a statutory responsibility for doctors in training.). Can we highlight this with the GMC when they attend the next TEF.  Work with Katie Cobb – the realisation that a lot of decisions are made without trainees in the room; plan to move away from this.  **Secretary notes**: Concept of TEF making links with FLP projects that we can get involved with and advertising. eg work on a SuppoRTT conference   * Consider including training for trainers, IMG issues (involve the Workplace Wellbeing Group?), LTFT issues – tie in with TEF Leads. JT, LN keen to be involved.   **EDI Lead**: work on IMG handbook. EDI working groups created following the discrepancies noted in NETS, trying to address the issues raised. These have been ongoing for some time, but only just resuming post-Covid. Next meeting in November. Concept of *the unknown trainees* – trainees who are reluctant to denote their characteristics often due to anxieties around how they will be treated but these trainees may go unseen.  Deanery discussions about screening trainees for neurodivergence but no resources for reasonable adjustments. Waiting lists regionally are approx. 4 years. People with ADHD develop high levels of stress and take anxiety-related time off work so from a cost perspective it is more efficient to pay for private assessments in order for trainees to be able to access treatment.  **Quality Lead:** can a Lead Employer be set up for all regional trainees? Conversation ongoing for some years. Some specialties (eg PH) have it, but no Trusts will agree to take it on regionally.  Plan is for this to happen in dentistry – currently only FDs, but plan is to roll this out to CTs and StRs.  Concept of connecting TEF with FLPs to advertise TEF at meetings that FLPs attend. WD to communicate with Kenni / Hazem (FLP Fellows) or Andrew Wild to ask for projects that the TEF can contribute to.  **Comms Lead**: developing a new website, putting posts up according to the comms calendar – can we get funding?  Importance of Tweeting that we are at events. Need a coordinated, strategized approach. We should try and collate a list of events, and try and increase engagement face to face. Katie Cobb may also  **West Locality Lead:** has emailed the foundation schools, attending Leeds JDF. New Chief Registrar should start in September but no applicants. Paediatric training changing, lack of paeds training/plan for teaching for ST6+, plan to reach out to Preyai for a teaching update. No replies from previous trainees and educators providing previous regional teaching. Has been told there will be funding to attend conferences for senior trainees but there doesn’t seem to be any formal communication or structure. This has been escalated to various consultants and schools requesting teaching. Need to escalate.  **South Locality Lead**: TEF intro email sent out to new starters including links to comms accounts and newsletter. Survey link sent out to new intake to find out how training is progressing, what they would like to have incorporated going forward. Will resend in 6m. Will report results as they come in.  **East Locality Lead**: plan to do some work on exception reporting.    **Action point**:  WD to create shared spreadsheet check induction/teaching/conference timings with various specialties.  WD to contact FLP fellows/Andrew Wild for FLP project list.  EH to forward email re paeds teaching to SG to escalate to HoS for Paediatrics.  SS to contact Richard Balmer re dentistry inductions to advertise TEF alongside SuppoRTT.  UU to share intro email on sharepoint so we can send it round other schools/localities.  UU to share contact emails for Schools with TEF/put it on the sharepoint.  CM to produce an exception report email to send out via the Schools.  SG to change Canva poster to reflect new faces.  JT to email Katie Cobb re HoS emails.    **ITEM: Work Updates for Year Ahead**  TEF/WF dates: TEF second Wednesday each month, WF third Wednesday each month quarterly.  LN to deputise for SS as secretary on 12th Sept due to SS attending FLP bimonthly.  Plan to make TEF meetings 2nd Wednesday of every month.  Pemberton Lecture Theatre at SCHARR and Blenheim House NHSE Leeds may be able to set up hybrid meetings.  Idea of rotating chairship of TEF discussed. JT, SS, LN, EH, UU.  Weekly update email to keep all abreast of progress.  Use of Blackboard? Seems to be a strong no.    **Action point**:  SG and SS to discuss hybrid setups.  SS to set up new TEF and WF meetings.  LN deputise for SS on 12/9/23.  SG to write weekly update email, to include Padlet access and new One Drive **on SGs account.**      **ACTIONS SUMMARY**   * RS to finalise TEF members/HoS pairings * Collaboration on projects both within TEF as well as eg FLP * WD to create induction/teaching/conference spreadsheet and ALL TEF to contribute * WD to contact FLP fellows/Andrew Wild for FLP project list. * EH to forward email re paeds teaching to SG to escalate to HoS for Paediatrics * SS to contact Richard Balmer re dentistry inductions * UU to share intro email on share point so we can send it round other schools/localities * UU to share contact emails for Schools with TEF/put it on the sharepoint * CM to produce an exception report email to send out via the Schools * SG to change Canva poster to reflect new faces. * JT to email Katie Cobb re HoS emails * SG/SS to work on hybrid setups * SS to set up new TEF and WF meetings – second Wednesday of every month and third Wednesday quarterly, respectively * LN to deputise for SS on 12/9/23 * SG to produce weekly update email to include Padlet access and new One Drive account * ALL to update SG via email so he can include these in the email |
| **Upcoming Meetings:**   * WF 23rd August 2023 0900-1215 * TEF 12th September 1300-1600 |