

Engagement Assurance Committee

Minutes of the meeting on 11 January 2021

MS Teams

Present: Joy Ellery (JE), Lay Member and Freedom to Speak Up Guardian
Rosemary Watts (RW), Assistant Director of Engagement
Faruk Majid (FM), GP Clinical Lead, Lewisham
Jenny McFarlane (JF), Engagement Manager
Lotta Hackett (LH), Head of Engagement
Catherine Pearson (CP), Healthwatch Lambeth
Claire Mayes (CM), public member Bexley
Orla Penruddocke (OP), public member Bromley
Samantha Ross-Harding (SRH), public member Bromley
Helen Laker (HL), public member Greenwich
Marc Goblot (MG), public member Greenwich
Livia La Camera (LC), public member Lambeth
Stephanie Correia (SC), public member Lambeth
Neville Fernandes (NF), public member Lewisham
Shirley Hamilton (SH), public member Lewisham
Winnie Bafoe (WB), public member Southwark
Kike Biye (KB), public member Southwark

Apologies: Folake Segun (FS) Director south east London Healthwatch

Actioned by

<p>1.</p>	<p>Introductions</p> <p>JE welcome everyone to the meeting and informed attendees that Catherine Pearson from Healthwatch Lambeth was standing in for Folake Segun on this occasion.</p> <p>JE explained that the order of the agenda will changed to ensure there is sufficient time to discuss the Covid-19 vaccination insight surveys.</p>	
<p>2.</p>	<p>Declarations of Interest</p> <p>None declared.</p> <p>All committee members must complete a Declaration of Interest (DoI) form. Three public members have so far completed their Dols and everyone is encouraged to do so as soon as possible.</p>	<p>All</p>
<p>3.</p>	<p>Minutes of the meeting held on</p> <p>This is the first meeting of the Engagement Assurance Committee (EAC) so no prior meetings minutes.</p>	
<p>4.</p>	<p>Covid-19 insight report (RW)</p> <p>RW shared some insights from research into people's attitudes towards the Covid-19 vaccine. Some of the key points include:</p> <ul style="list-style-type: none"> • Disparities amongst BAME communities and White ethnic groups in likelihood of accepting vaccines, with lower levels of trust from BAME communities vs White. • Young people less likely than older people to accept vaccine. • Many people receive their information from WhatsApp. • People worry about unforeseen side effects from vaccine and that the vaccine is used for commercial profits. • Information from GP and health professional and trusted sources may help to encourage people to accept the vaccine when offered. • Transparency in information and communication important e.g., clarity on safety, efficacy, and vaccine schedule. <p>Comments from committee:</p> <p>Important not to proportion blame on certain groups as this will increase resistance and may impede social cohesion. Instead, we need to galvanise the community to come together so they feel part of the bigger picture.</p> <p>Understanding history of why people may be hesitant to vaccinations is important to address concerns.</p>	

	<p>Messaging to community about vaccinations needs to be clear and in plain English so that people can make informed decision.</p> <p>The wider issue around inequalities for BAME communities, but also other vulnerable categories e.g., people with learning disability and autism, needs to be addressed.</p>	
<p>5</p>	<p>Terms of Reference – for approval</p> <p>RW explained that the Terms of Reference (ToR) for the EAC were produced as part of the task and finish groups in the summer of 2020. These will be reviewed again at 6 months and then every 12 months.</p> <p>One question related to the EAC having a work plan and JE responded that the committee will have a work plan going forward but in the current climate, projects and focus change rapidly.</p> <p>The committee approved the ToR and these will now be presented at the Governing Body (GB) meeting for ratification at the earliest opportunity. However, due to the pandemic, the GB is currently only reviewing urgent decisions.</p>	
<p>6</p>	<p>Outcomes of task and finish groups</p> <p>RW explained the background to the task and finish groups that were held from June – September 2020, as a continuation from the engagement work in January - March across south east London (SEL) as part of the merger to develop an engagement strategy for the new SEL CCG. This work was subsequently put on hold in March when the pandemic arrived and resumed in June 2020.</p> <p>There were four task and finish groups:</p> <ul style="list-style-type: none"> • Engagement Assurance Committee • Digital engagement • Non-digital engagement • Covid-19 impact <p>The digital and non-digital groups worked in parallel but came together to agree the principles for engagement. These principles have been formally agreed by the Governing Body in September 2020 and now informs the engagement work for the CCG. The principles are particularly important to ensure people are not excluded due to lack of digital access or ability.</p> <p>RW asked people to share their thoughts on how we can engage with people who may be digitally excluded and some of the comments were:</p>	

	<ul style="list-style-type: none"> • Food banks • Leaflets drop in supermarket shopping bags • Befriending volunteer to share information • School holiday programmes • Social prescribers • During welfare checks (by the council) 	
6	<p>Any other business</p> <p>A copy of the chat from the Teams event will be appended with these minutes.</p>	
	<p>Date of next meeting:</p> <p>JE explained that the majority of the CCGs governance committees are currently being stood down due to the Covid-19 response efforts but that a time and date will be sent out in due course, possibly to have a meeting towards the end of March 2021.</p> <p>JE also suggested that Monday evenings 6-8pm seems to be a good time for everyone so we may start with suggestions around this time.</p>	

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Action log

Date	Status	Action	Owner	Due date	Completed
11 January 2021	Open	Public members need to send a short biography to Jenny so that this can be included on the CCGs website.	Public members	15/01/21	
11 January 2021	Open	Declaration of Interest – this form needs to be completed by all members of the committee.	All	31/01/21	
11 January 2021	Open	Community influencers - members to email any further ideas or thoughts to the SEL Engagement inbox: selccg.engagement@nhs.net	Public members		
11 January 2021	Closed	Send link to the CCGs Governing Body's webpage for information about meetings and papers.	Jenny McFarlane	15/01/21	Completed.
11 January 2021	Open	Amend Terms of Reference to include data protection and privacy.	Rosemary Watts	31/01/21	
11 January 2021	Open	Confirmation of date for ratification of Terms of Reference by the Governing Body.	Rosemary Watts	31/01.21	



South East London
Clinical Commissioning Group

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