



# Central Improving mind

## Minutes of Meeting

**16<sup>th</sup> March 2023 12.00pm Graham Street/Zoom**

**Apologies:** MH

**Present:** JB AN EM SR MW MZ MA (**chair**)

**In attendance:** Rachel McNair RM

**Minutes:** MB

### **Previous Meeting Minutes:**

Agreed with no amendments. MB is to bring hard copies of the minutes to future meetings. **MB**

### **Action Sheet:**

- Building Improvements – Discussed below.
- Volunteering opportunities – Suki and Marion to attend the April meeting.
- Volunteer strategy – **MB** to email this to the group today.
- Director of Ops interviews – went well with invaluable participation by MA, MZ and EM.
- Estates Committee – We still need a second service user
- Expenses process – Finance still require all forms but processing should now be more straightforward. A flowchart is to be created to give more explanation of the expenses process. **MA/AN**
- CIM - The name change will be added to the CIM Conference agenda.

### **Matters Arising:**

AN believes there should be more information sessions not only for staff but also for service users. MZ would like the impact of service user involvement to be recognised; this will come under the strategy.

### **Organisational Updates**

#### Committee Representation.

JB discussed the SU representatives in the following committees and



groups as follows:

Clinical Governance – MH & SR

Executive – MZ

H&S – MH & RN

Finance - MZ

Estates – Needing 1 person to join

SR will consider joining the Estates Committee.

Peer Mentors – We have had an astonishing 53 applicants for the Peer Mentor posts. 14 people were interviewed and 8 have been offered employment. 3 will be joining the Intensive Community Rehab team and the rest will be deployed among the VAS service.

There will be an induction process and JB asked if some CIM members could be involved. **AN** to organise with Danielle Murinas.

Director of Operations – The new Director of Operations has been appointed. James Harper will be joining the company in late May/early June so JB will stay working reduced hours until this time and will continue to attend CIM.

Service User Conference – Dates agreed. JB will join.

Hardship Fund – Recently launched for both staff and service users. This was brought about with assistance from the CIM group.

Sycamore Lodge/Beechcroft – The difficult decision was made to close Sycamore Lodge as a residential home. Members of CIM attended the meeting announcing this to the residents and their families.

As a result, the entire site will be looked at and considerations made about what could be done as we own the land. It has been considered to knock down Sycamore and potentially build supported housing accommodation.

There is a 3-month plan to complete closure.

All residents are being worked with to secure new accommodation and staff to find them alternative roles.

Plans are currently being displayed in Beechcroft and people are asking questions. These will be taken down to avoid confusion. **AN**



The practicality of continuing to use Graham Street as office space is also being discussed.

Estates Committee – New committee, chaired by a trustee Joe Piggott. The purpose is to review and monitor our responsibilities and compliance. As we have a growing portfolio of properties, we are landlords and are required by law to have a range of compliance procedures and policies in place, all of which are reviewed by the Estates Committee.

Anyone who would like to join this committee as a service user representative to speak to AN.

MZ asked if Peer Mentors could join in the maintenance work. **JB** discussed previous contractors who used peer mentors and will look into this.

Health and Safety Officer - Our new Health and Safety officer Nicholas Taylor has begun his appointment. **AN** will add him to a future meeting so he can meet the group and give an update on his role and plans.

### **Service User Conference 2023:**

Taking place at the Tally Ho on Thursday 21<sup>st</sup> July.

AN discussed potential themes. 'Celebrating Lived Experience' was suggested along with a strap line of 'Nothing About Us Without Us.'

**ALL** to send potential titles/themes to AN and the choice will be voted for in the April meeting.

Timings for the day will be 9.30am for a 10am start finishing at 4pm.

11am break and a 1pm lunch of 45 minutes. Drinks will be provided throughout the day and an afternoon break to be given at 2.45pm.

MA, MZ and SB put themselves forward to host the day. MH and MW will be asked to consider.

A number of people per service along with staff members will be invited.

AN suggested that if 90 are invited, 100 will show up.

There will be speakers invited to give talks and AN will give updates on who is booked to speak.

Keith Weinstein is one of the speakers being considered, **ALL** to let AN



know what topics they would like him to discuss. **MB** to send info about him to the group along with the minutes.

The last conference requested a less busy agenda, more breaks, a mindfulness session and a human library.

RM suggested that there should be more interactive aspects as the last conference was very static.

MB suggested a video discussing the progression of the CIM leading to an interactive discussion. **RM** to lead.

AN suggested a poetry competition leading to a reading of poetry and a prize for the winner.

Catering options were discussed and it was clear that we need to ensure that everyone gets a fair share of the food as at the previous conference, some people didn't get to eat due to other people taking extra large portions before everyone had eaten.

### **Service User Survey:**

We won't be making any huge changes to the survey. Two new questions could include:

1. Do you feel that you participate in Birmingham Mind services? Yes or no.

2. Do you feel that you influence Birmingham Mind services? Yes or no.

The survey will be launched at July's conference.

RM also suggested agreed the survey should be mostly the same but believes that getting information on how long the service user has been receiving services could be useful.

She also suggested asking regarding outcome and impact i.e. 'can you give an example of something you have attended or been involved in that you have enjoyed and how did this impact you?'

The group agreed the above were all good ideas.

RM will share a link to be discussed at the next meeting.

### **Service User Strategy:**

RM will be looking at the strategy to make it more user-friendly.

AN suggested a sheet could go up to give a broad idea of what the strategy is.



**AOB:**

There was a recent local steering group for National Mind. Payments were discussed and not all Minds paid. A universal approach was discussed regarding interviews and payments along with the impact made by the group.

EM expressed concern about not having a place to hold the north connect.

**Date and time of next meeting:** 13<sup>th</sup> April – 12pm