



Dorset Innovation Hub Group Meeting Role

Role description

People who use health and social care services are in the best place to help design and improve them. We use the term public involvement to describe involving people and local communities in the planning, prioritising, purchasing, delivery and evaluation of health and social care services.

Role Summary

The Dorset Innovation Hub is looking for enthusiastic and motivated members of the public to bring lived experience expertise to our work.

We are looking for four public involvement members in total, with two members joining each of our groups:

- The **Programme Group** provides strategic oversight and holds the hub to account.
- The **Evaluation Working Group** considers how to locally evaluate the programme.

You need to live in Dorset. You need to be able to use video conferencing to join online meetings. It would also be helpful, but not essential, if you were able to travel to any in-person meetings. The total time commitment would be around 4 days a year, with meetings every six to eight weeks.

Being part of the Evaluation Working Group or Programme Group, you will be reimbursed £25 per hour, plus expenses, for each group meeting you attend (face to face or virtual), which includes a pre- and post-event briefing. This will be a maximum of 3 hours per meeting. If you attend a meeting by computer from your home, we will also provide a standing allowance of £5 per meeting to cover the cost of items such as internet connection, telephone calls, stationery, and home office sundries (without the need for evidence such as receipts). This is in line with NHS England policy (Reimbursing expenses and paying involvement payments).

We hope to appoint public representatives for the remaining duration of the current funding (ending March 2024).

Background

Dorset Integrated Care System

Everyone in Dorset deserves to live well. That is why our NHS organisations, councils, public services, and voluntary and community partners are working together as an integrated health and care system. This is called the Dorset Integrated Care System. We are joining up to tackle all the things that affect our health and wellbeing, make real changes, and improve things for our communities.

Integrated care is about removing traditional divisions between services, so people and communities get the support and care that they need.

Dorset Innovation Hub

Dorset has received independent charity funding to form a Dorset Innovation Hub. The hub will help health care providers to support faster and more effective uptake of innovations and improvements. This will have long lasting impact for patients and patients' care.

The innovations will help us tackle Dorset's most important health and wellbeing challenges. They can save the NHS time and money. They can improve patient care.

The innovations will help health, social care, and other services in the county such as:

- Housing
- Meet the complex health needs of Dorset's ageing population, health inequalities, and variation in life and healthy life expectancy.

Other important areas will be:

- Help for the workforce
- COVID response
- Winter planning
- Exploring digital innovations.

The hub will also help address inequalities, which have been made worse during the pandemic. It will ensure that new and improved models of care, including digital technologies, do not exclude anyone.

The Hub's Programme Group

This group provides strategic oversight and direction for the establishment, development, and operation of the hub. It is also a space to share learning and collaborate.

The Hub's Evaluation Working Group

This group leads on the local evaluation of the hub's programme. Evaluation involves collecting information or data to support decisions about the success and value of what has been done. The evaluation group advises on the design, methods, and data collection. The group will identify any ethical or other issues for scrutiny, identify risks and issues and propose mitigating actions.

Specifics of the role

Responsibilities

- Attend and contribute to meetings
- Offer your lived experience expertise and input into discussions
- Advocate for patients, carers, and the public in the activities of the hub
- Observe the hub's public involvement commitments to
 - Shared decision making to promote and protect the public interest
 - Value shared working
 - Support inclusion, making sure no one is excluded from decisions
 - Use plain language

- Capture and share the difference that public involvement makes

The frequency and length of the meetings of the two groups are different. The Evaluation Working Group meets every six weeks for 1.5 hours. The Programme Working Group meets every eight weeks for 2 hours.

Before the meeting of your group, you will be sent an agenda and any pre-reading required. As part of this, from time to time, you may also be asked to comment on documents relating to the meeting. A member of the hub will offer you the opportunity to have a pre-meeting to give you the opportunity to ask any questions before the group meeting. You may also request a post-meeting debrief. This gives you the opportunity to ask questions or clarify anything that was not clear, and to comment further outside of the main meeting.

We will support you in your role. With your permission, we will introduce you to the member of the public on your group so that you can support each other. We hope that having two members of the public in each group will reduce the pressure on a single individual. We will also give public members' training regarding what innovation is and, as necessary, training specific to topics covered by the meetings.

Who are we looking for?

Experience	<ul style="list-style-type: none"> - You will be able to advocate for yourself and represent others. - Experience of using lived experience to improve the quality of a service, such as through involvement in health and social care innovation, would be an advantage.
Personal Qualities	<ul style="list-style-type: none"> - You will be interested in and committed to improving health and social care. - You will be confident of the value of lived experience to improve innovation - You will be committed to improving health inequalities
Skills	<ul style="list-style-type: none"> - You will need to have strong communication and interpersonal skills and display empathy. - The ability to understand the complexities of health and social care delivery and innovation in Dorset would be an advantage.
Practical requirements	<ul style="list-style-type: none"> - You will need to be able to join virtual meetings, use email and Microsoft Office. - Ability to travel and attend meetings in Poole (up to twice a year) would be an advantage.

Appointment process

If you are interested in joining us, we will ask you to submit an expression of interest form answering basic questions about your experience and values. If you prefer, you can organise a phone call where a staff member will capture your answers for you.

You will then be invited to an informal chat, to receive more information about the hub and discuss your interest in the role in more detail.

I am interested, what next?

To register your interest in supporting the Dorset Innovation Hub please complete the following expression of interest form: <https://forms.office.com/r/yLrnH9AqXK>

If you have any questions, please contact the Wessex Public Involvement Network* PublicInvolvement@uhs.nhs.uk.

Expression of interest to be submitted by **30th September 2022**.

*The Wessex Public Involvement Network is supporting the Dorset Innovation Hub with the Community Panel. This network is hosted at University Hospital Southampton. Wessex includes Dorset, Hampshire, Isle of Wight and South Wiltshire.