

ANNUAL MEMBERS' MEETING
Thursday, 19 July 2018, St Nicholas' Hospital, Newcastle 3.30 - 4.25 pm
DRAFT MINUTES

Present:

Ken Jarrold	Chair
John Lawlor	Chief Executive
Margaret Adams	Public Governor
Les Boobis	Non-Executive Director
Anne Carlile	Carer Governor
Gareth Davies	External Auditor Mazars
James Duncan	Deputy Chief Executive and Executive Director of Finance
Claire Keys	Staff Governor (Clinical)
Rajesh Nadkarni	Executive Medical Director
Gary O'Hare	Executive Director of Nursing and Operations
Denise Porter	Community and Voluntary Sector Governor
Lisa Quinn	Executive Director of Commissioning and Quality Assurance
Lynne Shaw	Executive Director of Workforce and OD (Acting)
Peter Studd	Non-Executive Director
Bob Waddell	Staff Governor (Non-Clinical)

In attendance:

Jennifer Cribbes	Corporate Affairs Manager
Wendy Pinkney	Corporate Affairs Officer (notes)
Trust members'	156 Staff and Public members

Guest Speaker:

Ethel Armstrong	Chair of NHS Retirement Fellowship
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Apologies:

Colin Browne	Carer Governor (Older People's Services)
Alexis Cleveland	Non-Executive Director
Martin Cocker	Non-Executive Director
Fiona Grant	Lead Governor/Service User Governor (Adult Services)
Miriam Harte	Non-Executive Director
Cath Hepburn	Public Governor (North Tyneside)
Rachel Simpson	Service User Governor (Learning Disability Services)
Jack Wilson	Service User Governor (Children and Young People's Services)

Agenda Item	Discussion	Action
1/18	Chair's Introduction Ken Jarrold, Chair, opened the meeting and welcomed all attendees to the Trust's Annual Members' Meeting.	

<p>2/18</p>	<p>Minutes of the Annual Members' Meeting 18 July 2017</p> <p>The minutes were accepted as a true and accurate record of the meeting.</p>	
<p>3/18</p>	<p>Chief Executive's Report 2017/18</p> <p>John Lawlor, Chief Executive, spoke of some of the many Trust's achievements during 2017/18.</p> <p>John stated that despite the pressures on the NHS, more money had become available, as well as a focus around learning disabilities during the last couple of years and a lot of work has been carried out in the context of moving forward. John highlighted examples, such as the Trust's perinatal service which covers all localities, the deployment of resources and flexibility of delivery of services.</p> <p>John added that although most services had high profiles at the moment, mental health is one of the governments' two main priorities.</p> <p>Looking to the future, John spoke of mental health services in the North East and North Cumbria and a range of work involving a set of issues around mental health and wellbeing. He concluded that the Trust is better placed now than in the past to continue to move forward.</p>	
<p>4/18</p>	<p>A Governor's story</p> <p>Denise Porter, Community and Voluntary Sector Governor, delivered a presentation on her personal experience as a carer and latterly as a governor in the Trust. Ken Jarrold thanked Denise for her interesting account.</p>	
<p>5/18</p>	<p>A Story of 70 years</p> <p>Guest speaker, Ethel Armstrong on her emotional return to the Trust, gave a personal account of her NHS journey, including walking through the doors of St Nicholas' Hospital in 1947 to 'fill in' until she was old enough to commence a nursing career spanning seven decades. Then on 5 July 1948, the first day of the NHS, Ethel joined the school of radiography and continued mainly in this field until her retirement.</p> <p>Ethel revealed that she then joined the NHS Retirement Fellowship and in 1994 became chairwoman and continues in this position whilst also being elected in 2005 as regional representative of the North East on the National Council. She has also been a governor at Newcastle Hospitals and is now in her second year term at Darlington NHS and is passionate about preserving everything that is good about the NHS.</p> <p>Ethel commented on the changes within the NHS and how far it has come since its conception in 1948.</p> <p>Ken Jarrold thanked Ethel for her personal account of her 70 year NHS journey.</p>	

<p>6/18</p>	<p>Annual Report 2017/18 and Annual Magazine</p> <p>Ken Jarrold formally presented the Trust’s Annual Report for 2017/18 and informed attendees that copies were available at the meeting, along with the Trust’s Annual magazine, or via the Trust’s website.</p> <p>Ken then paid tribute to Alexis Cleveland, Non-Executive Director and previous Acting Chair, and John Lawlor, Chief Executive Officer, stating that they had brought the Trust through difficult times during the past NHS eight years of austerity.</p> <p>Ken referred to two main areas of achievement:</p> <ol style="list-style-type: none"> 1. Four examples of NTW’s remarkable survival and services: <ol style="list-style-type: none"> a) Values of NTW – putting service users and carers first and that staff must be supported and developed; b) Subject of curiosity, innovation and research and development, wanting to do things better. Following accolades, no complacency; c) Circle of experiences. Staff with long service working together; d) Leadership of the Trust. 2. Foundation Trust status – a vital part of the NHS democratic legitimacy. Governors are elected or appointed. When FTs were first established, Chairs and CEOs were reluctant. Ken outlined his two appointments to Chair, with the second being to NTW as a foundation trust, when the Council of Governors appointed Ken with input from Trust members, staff, partners etc. stating that this process of appointment should be celebrated. <p>Ken then advised of the upcoming Governor Elections and emphasised the importance of members becoming involved in the process.</p> <p>Ken invited questions from members but none were raised.</p>	
<p>7/18</p>	<p>Financial Report and Annual Accounts 2017/18</p> <p>James Duncan spoke to a presentation that detailed the Trust’s financial report and annual accounts for 2017/18. James provided detail in relation to the Foundation Trust ratings that are measured by Monitor. These included:</p> <ul style="list-style-type: none"> • Capital • Liquidity • Income and Expenditure margin • Variance • Agency spend. <p>It was noted that there had been a reduction in agency staff.</p> <p>James further explained the Statement of Comprehensive Income. He then confirmed that following a difficult start, the Trust had financially delivered to plan and presented the on-going financial strategy and the key figures going forward.</p> <p>James stated that the Trust was in a good financial position and referred to Ethel Armstrong and the fundamental changes during the 70 years.</p>	

<p>8/18</p>	<p>External Audit – Management Letter</p> <p>James Duncan spoke to the enclosed external audit management letter, stating that an audit had been completed on the annual accounts and annual report for the year ended 31 March 2018. These were found to be a true and fair account of the Trust’s financial position and performance.</p>	
<p>9/18</p>	<p>Questions from the Public</p> <p>Ken Jarrold invited questions from the public but none were raised.</p>	
<p>10/18</p>	<p>Video of the Year</p> <p>A video entitled: 70 years of our NHS Our Past, Present and Future was played, including members of staff stating what the NHS means to them.</p>	
<p>11/18</p>	<p>Close</p> <p>Ken Jarrold formally thanked the attendees and stall holders for attending the meeting.</p> <p>There being no further business, the meeting was formally closed.</p>	