

**Annual Members' Meeting/Annual General Meeting**  
**Minutes of the meeting held Thursday, 15 September 2020**  
**Held Via Microsoft Teams**  
**3.00pm - 4.30 pm**

**Present:**

Ken Jarrold, Chair of the Council of Governors and Board of Directors  
Margaret Adams, Deputy Lead Governor/Public Governor for South Tyneside  
Tom Bentley, Public Governor for Gateshead  
Evelyn Bitcon, Public Governor for North Cumbria  
Russell Bowman, Service User Governor for Neurological Services  
Anne Carlile, Carer Governor for Adult Services  
Fiona Grant, Lead Governor/Service User Governor for Adult Services  
Cath Hepburn, Public Governor for North Tyneside  
Veronica Jones, Appointed Governor – Northumberland County Council  
Claire Keys, Staff Governor – Clinical  
Denise Porter, Community and Voluntary Sector Governor  
Fiona Regan, Carer Governor for Learning Disabilities  
Janice Santos, Carer Governor for Children and Young People's Services  
Bill Scott, Public Governor for Northumberland  
Bob Waddell, Staff Governor – Non-Clinical

**In attendance:**

Kirsty Allan, Acting Corporate Affairs Manager  
David Arthur, Non-Executive Director  
Darren Best, Non-Executive Director  
Les Boobis, Non-Executive Director  
Paula Breen, Non-Executive Director  
James Duncan, Deputy Chief Executive and Executive Director of Finance  
Baroness Rennie Fritchie DBE, Guest Speaker  
Debbie Henderson, Deputy Director of Communications and Corporate Affairs  
Mark Kirkham, Mazars LLP  
John Lawlor, Chief Executive  
Lisa Quinn, Executive Director of Commissioning and Quality Assurance  
Michael Robinson, Non-Executive Director  
Lynne Shaw, Executive Director of Workforce and OD (Acting)

**Trust members in attendance**

39 Staff and 16 Public members were in attendance

**1. Chairman's Introduction**

Ken Jarrold, Chair, opened the meeting and welcomed all attendees to the Trust's Annual Members' Meeting and Annual General meeting.

**2. Minutes of the Annual Members' Meeting 18 July 2019**

The minutes were accepted as a true and accurate record of the meeting.

Evelyn Bitcon referred to the transfer of North Cumbria mental health and learning disability services to the Trust and asked if there had been any impact on existing NTW services. John Lawlor advised that the most significant impact related to frontline service delivery as staff maintained the delivery of services during the transfer. John advised that the transfer of

services was a smooth process supported by the commitment demonstrated by colleagues transferring from Cumbria, Partnership NHS Foundation Trust, but acknowledged the impact on all staff and services across the whole Trust in terms of responding to the COVID pandemic. John commended the workforce on their hard work and dedication in continuing to deliver high quality, safe services during what had been the most challenging time in the history of the NHS.

Jon Rush, Chair of North Cumbria Clinical Commissioning Group also stated that from a commissioner perspective, the addition of CNTW as a provider of mental health and learning disability services has been well received within the North Cumbria locality.

### **3. Governor Elections 2020**

Debbie Henderson referred to the report and provided an overview of the work of the Governors' Steering Group in terms of exploring options relating to Governor Elections in light of the impact of the COVID-19 pandemic. Governor Elections are scheduled to take place from October 2020 with the terms of office for some members of the Council of Governors coming to an end on 30<sup>th</sup> November 2020.

Debbie provided a detailed overview of the proposed options for taking forward the election process in the light of the national restrictions currently in place for the pandemic and current pressures across the NHS and the Trust.

It was acknowledged that moving forward with an election process during the COVID-19 restrictions would place unnecessary pressure on people to put themselves forward for election and vote, particularly in terms of the national directive to 'stay at home'. Undoubtedly it was felt that the priorities for the local population were focused on responding to the impact of the pandemic.

Following a review of the three options outlined in the report, Debbie referred to option three as the preferred option, to extend the terms of office of current post-holders due for election for 12 months and hold elections for the vacant posts only.

Debbie confirmed the benefit of this option including the ability to retain the expertise and experience of the current post-holders during what is an unprecedented time for the NHS and the Trust. Another key benefit would be to allow the Trust an opportunity to recruit into the vacant posts using the limited engagement tools available at the current time as well as providing an opportunity to appoint substantively to the current 'shadow' positions for the North Cumbria locality.

#### **Approved:**

- **The Council of Governors approved the recommendation to proceed with option 3 for Governor elections – to extend the terms of office of current post-holders due for election for 12 months, and hold elections for the vacant posts only**

### **4. Chief Executive's Update 2019/20**

John Lawlor thanked everyone for joining the meeting virtually and acknowledged the meeting represented the first Annual meeting as Cumbria, Northumberland, Tyne and Wear NHS FT. John welcomed colleagues from North Cumbria and reflected on the transfer as starting a new chapter together.

John referred to the current challenges for the Trust and the wider NHS but despite these, noted that the Trust had continued to go from strength to strength. John provided an overview of a range of services which had grown and developed over the last 12 months, some delivered through additional investment with resources received from commissioners but also through transformation.

John discussed the positive changes at a national level in terms of attitudes towards mental health including celebrities, sports representatives, politicians, and the Royal Family and business leaders talking openly about their own mental health needs.

Despite the challenges arising from the pandemic, the rapid response to such change was acknowledged and John thanked the workforce for their commitment in continuing to deliver safe services in the face of such adversity. Staff have continued to keep in touch with service users, whilst also safeguarding their own well-being. This has been delivered through face-to-face care and treatment where possible, but also through the rapid implementation of new and innovative technologies including the use of video consultations.

John highlighted that evidence suggested a significant increase in future demand on mental health services as a result of the pandemic particularly in relation to conditions such as anxiety, depression, bereavement, PTSD and trauma. John advised that these issues were being addressed as part of the Trust's forward planning work as well as consideration of more vulnerable service users including people with learning disabilities, autism and neuro-disabilities.

John Lawlor referred to workforce pressures and the significant amount of work to develop the Trust's health and wellbeing offer, an offer which had also been extended beyond the Trust to other health, care and public sector providers.

In summary, John stated that the Trust could look forward with confidence in its ability to respond to the immediate pressures of the pandemic, the longer-term impact and the ongoing provision of high-quality care and treatment building on the transformation work.

## **5. A Governor's story**

Janice Santos, Children and Young People's Services, Carer Governor, delivered a presentation on her personal journey as a carer as well as being a Governor in the Trust.

Ken Jarrold thanked Janice for her interesting, moving and impressive account of her personal journey.

## **6. 'Stars to Steer by...'**

Ken Jarrold introduced Baroness Fritchie to the meeting and referred to her remarkable life story and his personal privilege of working with Rennie's in his first Chief Executive role.

Guest speaker, Baroness Rennie Fritchie DBE delivered a presentation on her personal journey which had been based on how best to make a difference and travel in work and life in a way that has purpose.

Baroness Fritchie provided her story of having had a self-confessed 'unconventional career'. Leaving school before she was 16, living in Turkey and America before returning to the UK as a single parent of two boys at 28 and having no qualifications, she was able to 'knit' her own career, having never been to University, but having been awarded seven honorary degrees.

Baroness Fritchie ended her key note speech by reciting a poem from Antonio Machado which demonstrates the individuality of different and distinct journeys and how free we are to make our own way.

"Traveller, your footprints  
are the only road, nothing else.  
Traveller, there is no road;  
you make your own path as you walk.  
As you walk, you make your own road,  
and when you look back

you see the path  
you will never travel again.  
Traveller, there is no road;  
only a ship's wake on the sea”

## **7. Annual Magazine 2020**

Ken Jarrold formally presented the Trust’s Annual Magazine and informed attendees that copies were available on request and available on the Trust website.

## **8. Annual Report and Annual Accounts 2019/20**

James Duncan took the opportunity to thank Janice Santos and Baroness Rennie Fritchie for providing so much to reflect upon.

James provided an overview of the Trust’s accounts for 2019/20 financial year and advised that the Trust remained in a stable financial position and delivered the Trusts financial plan and control total for the year.

James referred to an income of £380m and expenditure of £370m on delivering day-to-day operations of the Trust. James referred to the ‘Net Impairments’ representing reductions in value of land and buildings mainly caused by changes in the economy. On this basis, James advised that the Trust financial position resulted in a surplus of £15m however taking into consideration various adjusted financial performance, the Trust achieved a break-even position at year-end.

James provided a detailed update on Trust expenditure throughout the year and an update on developments relating to investments including the CEDAR Programme.

### **RESOLVED:**

- **The Council of Governors and members in attendance received the Trust Annual Report and Accounts 2019/20**

## **9. Questions from the Public**

Evelyn Bitcon referred to page 28 of the Annual Report which highlights the Green Light Toolkit and referred to learning disability and autism. Evelyn queried any ongoing work relating to this which would benefit from Governor involvement. James advised that a significant amount of development work had been undertaken in relation to learning disability and autism services and the Trust would be embarking on a review of the overarching Trust Strategy. He advised that there would be opportunities for Governors to be involved and would keep Governors updated on this via the Corporate Affairs Team and regular Governor meetings.

Annie Murphy asked if there would be any opportunities for Governors to work with the Trust on developing strategies within the community, working with the voluntary and community sector. James agreed that working with our third sector partners was of vital importance in the provision of mental health and disability services, particularly in the context of the predicted demand on services in the future. He advised that engagement with third sector partners would be an important part of the Trust Strategy refresh and service developments moving forward.

## **10. Meeting Close**

Ken Jarrold formally thanked attendees for attending the meeting virtually.

There being no further business, the meeting was formally closed.