

**Annual Members’ Meeting/Annual General Meeting**

**Minutes of the meeting held Wednesday, 22 September 2021**

**Held Crowne Plaza, Newcastle upon Tyne and via Microsoft Teams**

 **3.00pm - 5.00 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

Colin Browne, Carer Governor for Older People’s’ Services

Victoria Bullerwell, Non-Clinical Staff Governor

Anne Carlile, Carer Governor for Adult Services

Fiona Grant, Lead Governor/Service User Governor for Adult Services

Claire Keys, Staff Governor – Clinical

Annie Murphy, Appointment Governor – CVS

Denise Porter, Community and Voluntary Sector Governor

Tom Rebair, Service User Governor for Adult Services

Fiona Regan, Carer Governor for Learning Disabilities

Janice Santos, Carer Governor for Children and Young People’s Services

Bob Waddell, Staff Governor – Non-Clinical

**In attendance:**

Kirsty Allan, Acting Corporate Affairs Manager

David Arthur, Non-Executive Director

Darren Best, Non-Executive Director

Alexis Cleveland, Non-Executive Director

Adam Crampsie, Concern Group, Guest Speaker

Campbell Dearden, Mazars LLP

James Duncan, Deputy Chief Executive and Executive Director of Finance

Debbie Henderson, Deputy Director of Communications and Corporate Affairs

John Lawlor, Chief Executive

Rajesh Nadkarni, Executive Medical Director

Lisa Quinn, Executive Director of Commissioning and Quality Assurance

Michael Robinson, Non-Executive Director

Lynne Shaw, Executive Director of Workforce and OD (Acting)

Jayne Simpson, Acting Corporate Affairs Officer

**Trust members in attendance**

78 staff and public members were in attendance

**1. Chairman’s Introduction**

Ken Jarrold extended a warm welcome to those in attendance, both in person and those attending virtually to the Trust’s Annual Members’ Meeting/Annual General meeting.

Ken provided an overview of the day making special reference to Adam Crampsie, Chief Executive Officer of Concern Group to talk about the importance of working in partnership and the role of the third sector in supporting people with mental health issues, disability and/or autism.

Ken referred to the theme of this year’s meeting – “All in this Together” and reflected on the previous year and the impact of the pandemic including the increasing demand on mental health services, the pressure on the economy and the impact on those experiencing inequality, young people, women, clinically vulnerable adults, disabled people and those living in deprived areas who have been disproportionately affected.

Ken stated that the Trust is only one part of the system when it comes to autism, learning disability and mental health services and it is more important than ever that we work with our voluntary and third sector partners and Ken emphasised that we cannot do this alone. Working together ensures that we can provide the best possible treatment, care, and support to those who need us, their carers, families and our communities.

Although the pandemic is far from over, and we will continue to feel its impact for a long time to come, Ken stated that by working together we can achieve so much more. Together, we will continue to be there for those who need us.

**2. Minutes of the Annual Members’ Meeting 15 September 2020**

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

**4. Chief Executive’s Update 2020/21**

John reflected on his time as Chief Executive with the Trust particularly the previous 18 months during the Covid-19 pandemic which has changed lives, personally and professionally, in ways that were unimaginable just two years prior.

Despite these challenges, CNTW has responded to the pandemic heroically including the implementation and delivery of the vaccination programme. The vaccine has been a huge success with approximately 90% of the workforce, 450 patients and 1,700 partners receiving the first and second vaccinations. Although there is still much more to do, the Trust will continue to do everything it can, in partnership with others, to ensure we can keep our patients and our staff safe.

John advised that all Trust services continued during the pandemic, albeit some services adapted and changed. For example, the roll-out of One-Consultation, an online portal for patients to meet with their healthcare professional in a virtual environment. We also embraced new technologies withing the entire organisation, using Microsoft Teams to keep in touch with each other and our partners.

Everyone, including the workforce, service users, carers, partners, and the public have worked hard to protect not only ourselves, but those around us. This has included complying with national restrictions and taking part in the lateral flow test programme to ensure early detection of the virus.

The pandemic has changed the world and on behalf of the Board, John paid tribute to the tragic loss of life nationally and worldwide. The theme of this year’s meeting is that we are ‘All in it Together’ and this pays tribute to the many third sector partners and volunteers we work with. Without them, we could not together provide the best support we can to people with mental health and disabilities.

John also paid tribute to the dedication of our workforce and volunteers at CNTW, who have, throughout the most challenging period in NHS history, continued to be there for those who need us. CNTW is just one of many organisations, and John recognised that the Trust does not hold all the answers, and the need to work closely with partners is more important than ever to ensure that those who need our services get the care, compassion, and treatment they need by the right person, in the right place at the right time.

The Trust looks forward to the future and is hopeful we can embark on our recovery journey together, so that we can provide high quality treatment and care and make a difference to those who need us.

John confirmed his decision to retire in January 2022 and said it had been a privilege to be Chief Executive of CNTW over the past seven years.

**5. A Governor’s story**

Ken Jarrold introduced Allan Brownrigg, Consultant Psychological Therapist and Outreach Lead for Specialist Centre for Psychological Therapies who also became Clinical Staff Governor in 2020.

Allan shared his personal journey with those in attendance. On behalf of all attendees, Ken thanked Allan for sharing his story.

**6. ‘‘All in this Together’**

Ken Jarrold introduced Adam Crampsie, Chief Executive of Mental Health Concern. A mental health clinician by background, Adam’s experience spans the public, private and charity sectors. Mental Health Concern is a charity with communities at its heart, providing specialist services on behalf of the NHS and local authorities. Much of the charity’s work is done in collaboration with other organisations including CNTW.

Adam provided an overview of the voluntary, community and social enterprise sector and the impact of the VCSE sector on local communities including their role in community mental health transformation and the development of recovery colleges. Adam discussed the challenges of working within the sector and future plans including improvements in working alongside statutory services, keeping the voice of the community at the heart of all that we do and building a framework for collaborative working.

Adam completed his presentation with a story of one individual’s personal journey through his clinical pathway and the positive impact of being supported by Mental Health Concern as part of that journey.

**7. Annual Magazine 2021**

Ken Jarrold thanked Debbie Henderson, Director of Communications and Corporate Affairs, Adele Joicey, Head of Communications, and the Communications Team for this year’s magazine. The magazine focuses on the importance of working together, in collaboration and partnership with third sector colleagues.

Ken informed attendees that copies of the magazine were available on request and available on the Trust website.

**8. Annual Report and Annual Accounts 2020/21**

James Duncan provided an overview of the Trust’s accounts for 2020/21 financial year and advised that the Trust remained is a stable financial position and delivered the Trusts financial plan and control total for the year, despite the year being like no other because of the pandemic.

James referred to an income of £453m and expenditure of £444m on delivering day-to-day operations of the Trust. James referred to the ‘Net Impairment’s’ 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 £6.4m however taking into consideration various adjusted financial performance, the Trust achieved a surplus of £55k at year-end.

James provided a detailed update on Trust expenditure throughout the year including the financial impact of funding allocations due to the pandemic.

An overview was provided on capital expenditure which included an update on the Trust CEDAR programme.

James referred to the External Auditor Completion Report within the Annual Report and Accounts confirming an unqualified opinion on the accounts.

James provided an update on financial planning for 2021/22 but emphasised the level of uncertainty nationally, however, provided reassurance that the Trust would continue to adapt to financial planning guidance throughout the year. The Trust’s Annual Plan for 2021/22 will focus on the health and wellbeing of our workforce, meeting and maintaining our quality and safety standards, and doing our very best to meet demand and maintaining safe service provision. James highlighted that the Trust Annual Plan will be developed in the context of a refresh of the Trust’s overarching strategy, CNTW2030. The Trust will be commencing a robust engagement exercise to gather the view of the workforce, service users, carers, stakeholders, and partners in the refresh of the strategy.

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| **RESOLVED:*** **The Council of Governors and members in attendance received the Trust Annual Report and Accounts 2020/21**
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**9. Questions from the Public**

Members in attendance thanked the speakers for their contributions to the meeting and discussions took place regarding the importance of care and treatment for learning disability, autism and mental health services being provided not only by secondary care, but also the VCSE sector, primary care and other partners within the wider system.

**10. Meeting Close**

Ken Jarrold formally thanked attendees for attending the meeting.

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