

**UNIVERSITY HOSPITALS DORSET NHS FOUNDATION TRUST  
ANNUAL MEMBERS' MEETING**

Minutes of the University Hospitals Dorset Annual Members' Meeting held on Tuesday 17 October 2023 at 9:30am in Room K101 Kimmeridge House, Talbot Campus, Bournemouth University, Fern Barrow, Poole, Dorset, BH12 5BB and via Microsoft Teams

<b>Present:</b>	Rob Whiteman	Trust Chair ( <i>chair</i> )
	Karen Allman	Chief People Officer
	Mandi Barron	Appointed Governor: Bournemouth University
	Sharon Collett	Public Governor: Bournemouth / Lead Governor
	Sue Comrie	Appointed Governor: Volunteers Group
	Steve Dickens	Public Governor: Christchurch, East Dorset and Rest of England
	Judy Gillow	Non-Executive Director
	Siobhan Harrington	Chief Executive
	Mark Mould	Chief Operating Officer
	Pete Papworth	Chief Finance Officer
	Richard Renaut	Chief Strategy and Transformation Officer
	Paula Shobbrook	Chief Nursing Officer
	Diane Smelt	Public Governor: Bournemouth
	Peter Wilson	Chief Medical Officer
	Michele Whitehurst	Public Governor: Poole and Rest of Dorset
	<i>24 Public Members</i>	
	<i>13 Staff Members</i>	

<b>AMM01/23</b>	<p><b>Welcome, Introductions, Apologies &amp; Quorum</b></p> <p>Rob Whiteman, Trust Chair, welcomed everyone to the meeting, outlining the agenda for the meeting.</p> <p>Apologies had been received from Peter Gill, Chief Informatics Officer.</p> <p>The meeting was declared quorate.</p>
<b>AMM02/23</b>	<p><b>For Accuracy and to Agree: Minutes of the Annual Members Meeting held on 17 October 2022</b></p> <p>The minutes of the Annual Members Meeting held on 17 October 2022 were APPROVED as an accurate record.</p>
<b>AMM03/23</b>	<p><b>Annual Report 2022/23 and Forward Planning for 2023/24</b></p> <p>Siobhan Harrington expressed her pride at being Chief Executive Officer at the Trust, encouraging attendees to take a copy of the Trust's annual report and accounts which were available.</p> <p>Presenting upon the Annual Report for 2022/23 and the Forward Planning for 2023/24, highlights drawn out by Siobhan Harrington included:</p> <ul style="list-style-type: none"> <li>• She reflected that she had joined the Trust from 1 June 2022, with the Annual Report covering the period from 1 April 2022 to 31 March 2023. In preparing for the meeting, she had given thought to the changes within the Trust since she had joined.</li> <li>• She shared various pictures of staff from her visits and also activities that had been undertaken with partners since the beginning of the year. It had</li> </ul>

struck her that when she joined she had not seen people's faces for a considerable period, with everyone wearing masks.

- Thanking staff, the community, members, Governors, volunteers and the Board, she noted that it had been a challenging year. There were changes within Dorset and a drive to get to a better place.
- At a governance and Board level, there had been new Non-Executive Directors. In addition, Peter Wilson had joined as Chief Medical Officer and David Broadley as Medical Director – Integrated Care.
- She reflected upon the macro environment, including Covid still being present, financial pressures including the rising cost of living, industrial action and a difficult upcoming winter. Economic pressures were impacting not only upon communities, but also upon staff.
- Staff had kept a focus upon patient safety and looking after one another. The organisation was driven to make things better for patients, including reducing waiting times.
- The industrial action by nurses, doctors and allied health professionals had been unprecedented. Each time industrial action had occurred it had been increasingly difficult, with the impact not only on waiting times and the Trust's financial position but also upon the momentum and progress for improvement.
- She had observed that in Dorset, staff were incredible, resilient and caring. Morale was mixed and colleagues were tired. However, staff really cared.
- Sharing highlights of the support from the community, members, Governors and volunteers, she also commented upon the opportunities for improvement and development into the future across the Trust and in Dorset. She outlined the ongoing work with system partners.
- Drawing attention to the number of patients treated, she referenced this being alongside caring for over 1,100 people in hospital beds 24/7, 365 days of the year.
- Referencing the positive performance data, she also highlighted areas that were more challenged.
- Thanking Paula Shobbrook for having been in the role of Acting Chief Executive before she joined, she commented upon the highlight having been King Charles (then Prince Charles) visiting Royal Bournemouth Hospital. When she had joined, the excitement among staff from his visit remained palpable.
- The Trust's outpatient assessment clinic had been heralded as best practice within the country. Three national accolades had been received. This was created in the height of the pandemic and she commented upon the different ways of working at the clinic.
- The Trust had achieved the Veteran Aware gold award. She would be going to Plymouth to receive the award on behalf of the Trust.
- National celebration had been received for the Trust's all-female surgical team.
- The topping out of the new theatres at Poole hospital had taken place. Alongside all the activity ongoing within the Trust, the building works and reconfiguration would be a legacy for the people of Dorset once completed.
- Public sessions had been held and well received in relation to TB.
- There had been a collaboration with a local artist to represent the Trust on a page, with a focus within this work on staff, patients and the community as well as the current picture of the Trust's buildings and the Dorset countryside.

Through the year:

- The governance and risk management had been strengthened within the Trust.
- The Patient First approach had been commenced.
- The building programme had been kept on track.
- There had been a renewed focus on being visible and encouraging all staff to speak up.

	<ul style="list-style-type: none"> <li>The Trust had been visited by the Care Quality Commission (CQC) and welcomed the feedback and learning from 6 visits over the year. The Trust had improvements to make, especially in maternity. Those improvements had been made in the year and the Trust would continue to improve.</li> </ul> <p>Presenting images of the buildings transformation, she provided an update on the current progress of the BEACH building. Members of the public would be invited to view it prior to its opening. It would be very positive for patients and for staff.</p> <p>Outlining the range of staff members within the Trust, she particularly recognised the work of the Trust's volunteers.</p> <p>She provided an overview of the background, methodology and benefits of Patient First, also presenting the Forward Planning 2023/24 for the Trust.</p> <p>The meeting NOTED the presentation of the Annual Report 2022/23 and the Forward Planning 2023/24.</p>
<b>AMM04/23</b>	<p><b>Annual Accounts 2022/23</b></p> <p>Pete Papworth presented the Annual Accounts 2022/23, including the reports of external auditors upon them, which was NOTED by the meeting.</p>
<b>AMM05/23</b>	<p><b>Report from the Council of Governors</b></p> <p>Sharon Collett provided a presentation on behalf of the Council of Governors, outlining the role of the Governors including highlighting:</p> <ul style="list-style-type: none"> <li>The results of the Council of Governors' 2022 elections.</li> <li>Council of Governors' activities during the year.</li> <li>Steps taken to secure representative membership.</li> <li>Progress made in relation to the Membership Strategy.</li> <li>Amendments to the Trust's Constitution in relation to composition of the Board.</li> <li>Plans of the Council of Governors for 2023/24 in relation to prioritising working more closely with younger people and seldom heard groups.</li> <li>New ways of working of the Council of Governors including use of social media and new informal Governor groups.</li> </ul> <p>The meeting NOTED the report from the Council of Governors.</p>
<b>AMM06/23</b>	<p><b>Questions Received from Members</b></p> <p>The full list of questions and answers are published on the Trust's <a href="#">website</a>.</p>
<b>AMM07/23</b>	<p><b>Close</b></p> <p>There being no further business, the meeting was closed.</p>