

**UNIVERSITY HOSPITALS DORSET NHS FOUNDATION TRUST**

**ANNUAL MEMBERS' MEETING**

Minutes of the Annual Members' Meeting held on Monday 17 October 2022 at 17:00 in the Lecture Theatre at the Royal Bournemouth Hospital and via Microsoft Teams.

<b>Present:</b>	Rob Whiteman	Trust Chair ( <i>chair</i> )
	Karen Allman	Chief People Officer
	Robert Bufton	Public Governor: Poole & Rest of Dorset
	Sharon Collett	Public Governor: Bournemouth / Lead Governor
	Beryl Ezzard	Appointed Governor: Dorset Council
	Peter Gill	Chief Informatics & IT Officer
	Siobhan Harrington	Chief Executive
	Paul Hilliard	Appointed Governor: BCP Council
	Marjorie Houghton	Public Governor: Bournemouth
	Keith Mitchell	Public Governor: Bournemouth
	Mark Mould	Chief Operating Officer
	Pete Papworth	Chief Finance Officer
	Patricia Scott	Public Governor: Bournemouth
	Paula Shobbrook	Chief Nursing Officer
	Diane Smelt	Public Governor: Bournemouth
	Kani Trehorn	Staff Governor: Nursing & Midwifery
	David Triplow	Public Governor: Poole & Rest of Dorset
	Ruth Williamson	Acting Chief Medical Officer
	Sandy Wilson	Public Governor: Christchurch, East Dorset & Rest of England
	Michele Whitehurst	Public Governor: Poole & Rest of Dorset

*34 Public Members*

*15 Staff Members*

<b>AMM001/22</b>	<p><b>Welcome, Apologies &amp; Quorum</b></p> <p>Rob Whiteman welcomed everyone to the meeting, explained the format for the evening and provided context around the current environment for the Trust and wider NHS.</p> <p>Apologies were received from Philip Green, Non-Executive Director &amp; Trust Vice-Chair.</p> <p>The meeting was declared quorate.</p>
<b>AMM002/22</b>	<p><b>Minutes of the Meeting held on 11 September 2021</b></p> <p>The minutes of the meeting held on 11 September 2021 were APPROVED as an accurate record.</p>
<b>AMM003/22</b>	<p><b>Annual Report &amp; Accounts 2021/22 and Forward Planning for 2022/23</b></p> <p>Siobhan Harrington expressed her gratitude to the Trust's staff and members for their support.</p> <p>Siobhan Harrington presented the Annual Report 2021/22, highlighting:</p>

	<ul style="list-style-type: none"> <li>• Performance was challenged, particularly mean wait time in the Emergency Department. Significant work had taken place to reduce the number of patients waiting longer than 52 weeks for referral to treatment. Performance against the 31-day cancer standard had been amongst the best in the country;</li> <li>• Beales Outpatient Assessment Clinic was seen as best practice nationally and had been nominated for a number of awards;</li> <li>• The growth of the Trust’s staff networks and charity;</li> <li>• The Dorset Clinical Trials Unit opened with £500k investment;</li> <li>• Thanks were extended to Debbie Fleming, former Chief Executive, and David Moss, former Trust Chair.</li> </ul> <p>Siobhan Harrington then presented on forward planning for 2022/23, highlighting:</p> <ul style="list-style-type: none"> <li>• The transformation programme provided an opportunity to define the future of healthcare;</li> <li>• Patient safety and staff wellbeing would be top priorities, particularly through the upcoming winter which was expected to be challenging;</li> <li>• The Trust’s strategic objectives and values;</li> <li>• Key areas of focus for 2022/23, including reducing waiting times, working with partners to support discharge and recruiting and retaining staff;</li> <li>• The Trust would begin implementing the “Patient First” methodology;</li> <li>• System working as part of the Integrated Care System.</li> </ul> <p>Pete Papworth, thanking staff for their hard work over the previous year, presented the Annual Accounts 2021/22, highlighting:</p> <ul style="list-style-type: none"> <li>• The annual report and accounts had received an unqualified opinion from the Trust’s external auditors and had been laid before parliament on 22 June 2022;</li> <li>• Total expenditure was £726m, representing a favourable variance of £348,000 against the break-even regulatory financial control total. This included capital expenditure of £77m supported by additional national allocations;</li> <li>• £4.2m financial efficiency savings were achieved;</li> <li>• For the coming year, there was a revenue budget of £720m and £111m capital programme allocation;</li> <li>• There was a significant underlying financial deficit, which was being addressed over the medium term. This was in common with many other provider organisations;</li> <li>• The Trust continued to be guided by its finance risk appetite statement, outlining that patient safety always took precedence over the delivery of financial plans.</li> </ul>
<p><b>AMM004/22</b></p>	<p><b>Report from the Council of Governors</b></p> <p>Sharon Collett presented the report from the Council of Governors, highlighting:</p> <ul style="list-style-type: none"> <li>• Activities undertaken during the year, including the appointment of the Trust Chair and the approval of the appointment of the Chief Executive;</li> <li>• The Council of Governors would be considering recommendations for appointment into a vacant Non-Executive Director post. There was also a proposal to recruit an additional Non-Executive Director;</li> </ul>

	<ul style="list-style-type: none"> <li>• Sharon Collett had been elected Lead Governor and Michele Whitehurst had been elected Deputy Lead Governor;</li> <li>• Progress against the membership strategy, including feedback from events hosted during the year. In-person Governor activity would continue to increase over the coming year;</li> <li>• Details of the upcoming Governor elections.</li> </ul>
<b>AMM005/22</b>	<p><b>Questions</b></p> <p>The full list of questions and answers are published on the Trust's <a href="#">website</a>.</p>
<b>AMM006/22</b>	<p><b>Any Other Business</b></p> <p>No other business was discussed.</p>