

Agenda
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Annual Members' Meeting
Wednesday 28 September 2022
Meeting held in public: Kala Sangam Arts Centre

Present:	Dr Linda Patterson OBE FRCP	Chair of the Trust
	Susan Francis	Staff Governor: Non-clinical
	Mike Frazer	Public Governor: Bradford East
	Linzi Maybin	Staff Governor: Clinical (Deputy Lead Governor)
	Trevor Ramsay	Public Governor: Bradford West
	Pamela Shaw	Staff Governor: Clinical
	Joyce Thackwray	Public Governor: Bradford South
	Tina Butler	Appointed Governor: Bradford Assembly
	Deborah Buxton	Appointed Governor: Barnados
In Attendance:	Therese Patten	Chief Executive
	Badar Abbas	Manager, KPMG (External Audit)
	Kelly Barker	Chief Operating Officer
	Bob Champion	Chief People Officer
	Holly Close	Corporate Governance Officer (Secretariat)
	Chris Dixon	Deputy Director of Nursing (deputising for Phil Hubbard, Director of Nursing)
	Simon Lewis	Non-Executive Director
	Christopher Malish	Non-Executive Director
	Alyson McGregor	Non-Executive Director
	Sally Napper	Non-Executive Director
	Tim Rycroft	Chief Information Officer
	Dr David Sims	Medical Director (for agenda item 4)
	Fran Stead	Trust Secretary
	Mike Woodhead	Chief Finance Officer

82 Members of the Trust and members of the public.

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Item	Discussion	Action
117	<p>Welcome & apologies for absence (agenda item 1)</p> <p>The Chair of the Trust opened the meeting at 2.00pm and welcomed the public, members', governors, Trust colleagues and Board members to the first meeting held in person since 2019. Dr Patterson also thanked Carole Panteli, retired Non-Executive Director for her work with the Trust over the last five years.</p> <p>Dr Patterson then went onto to thank the Trust colleagues and partners who showcased their work as part of the Care Trust Marketplace. It was then explained that following the Annual Members' Meeting attendees would be invited to take part in the formal launch of the Trust's new strategy: Better Lives, Together.</p> <p>A background to what is meant by an Annual Members' Meeting was provided. It was shared that this was a statutory meeting and a requirement for all Foundation Trust's to hold this meeting open to members and the wider public. It was also noted that the Annual Accounts and Report 2022/23 had been shared.</p> <p>Apologies for absence were then noted: Mufeed Ansari: Public Governor: Bradford East, Helen Barker: Public Governor: Craven, Zahir Irani, Appointed Governor: Bradford University, Phil Hubbard, Director of Nursing, Professions and Care Standards & Deputy Chief Executive, Mark Rawcliffe: Non-Executive Director, Joanne Squires: Staff Governor: Clinical, James Vaughan: Public Governor: Keighley, Maz Ahmed, Non-Executive Director, Anne Graham, Public Governor: Bradford West, Darren Beever, Public Governor: Bradford South, Katie Massey, Public Governor: Bradford West, Anne Scarborough: Public Governor: Keighley, Sid Brown, Public Governor: Shipley, Hannah Nutting, Public Governor: Shipley, Councillor Sabiya Khan, Appointed Governor: Bradford Council, Councillor Matthew Bibby, Appointed Governor: Bradford Council, Councillor Andy Brown, Appointed Governor: Craven Council.</p> <p>The Annual Members' Meeting was quorate.</p>	
118	<p>Declaration of any conflicts of interest (agenda item 2)</p> <p>There were no declared conflicts of interest in respect of any agenda items.</p>	
119	<p>Minutes of the previous meeting: 28 September 2022 (agenda item 3)</p> <p>The minutes from the Annual Members Meeting held on 29 September 2021 were agreed as a true and accurate record.</p>	

120	<p>Matters arising (agenda item 4)</p> <p>There were no matters arising. Trevor Ramsay, Public Governor reminded attendees of an action agreed at the 2022 Annual Members' Meeting regarding the phone number for the First Response Service. The Chief Executive confirmed that the correct phone number was being shared to replace an incorrect one previously shared.</p>	
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125	<p>Question and answer session (agenda item 9)</p> <p>The Chair thanked the presenters and then opened the meeting to receive questions, noting that one question had been submitted in advance of the meeting.</p> <p>The following question had been received in advance for the Board of Directors:</p> <p><u>Question 1:</u> A member of the public asked ‘How can we open the stigmatism of organ donation in BAME minority communities’.</p> <p><u>Answer:</u> Due to the Medical Director needing to step out of the meeting, it was agreed that he would provide a written response to this question after the meeting.</p> <p>The remaining questions had then been raised during the meeting:</p> <p><u>Question 2:</u> A member of the public, stated ‘the membership age group 22+ was too big a gap’ and asked ‘why there was lots of references to unqualified in the presentation from external auditor?’</p> <p><u>Answer:</u> The Chair of the Trust responded to the second question and explained that unqualified is actually a good thing compared to a qualified opinion.</p> <p>Ms Maybin responded to the first question and agreed that the membership breakdown did need to be more concise and would ensure that there was a bigger split next time.</p> <p><u>Question 3:</u> Trevor Ramsay, Public Governor, questioned ‘the costs of out of area placements and that service users were not receiving the best quality of care’.</p> <p><u>Answer:</u> The Chief Executive responded and stated that the organisation was working with local organisations to ensure service users were staying close to home. She also referred to the new contract with local suppliers for Out of Area Placement (OAPs) beds. Ms Patten stated that the Trust ‘was working hard to reduce OAPs but still needed investment to improve the estate at Lynfield Mount Hospital’.</p> <p><u>Question 4:</u> A Trust Member, reemphasised the questions raised by Mr Ramsay and stated that he ‘was pleased to hear that Therese has a plan in place’.</p> <p><u>Question 5:</u> A member of the public, stated that she was a ambassador for Bradford Teaching Hospital Organ Donation and asked, ‘How do you become a Governor for the Trust’?</p> <p><u>Answer:</u> Linzi Maybin, Deputy Lead Governor, responded and stated that ‘having representation from service users and those with lives experiences was warmly welcome’.</p> <p>Fran Stead, The Trust Secretary, explained that there was currently governor vacancies, which would be part of an election campaign to find new Governors</p>	DS
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	<p>through a competitive election process run by an independent external organisation. She encouraged anyone who would like to be a member or governor to reach out to herself for a conversation on the opportunities.</p> <p><u>Question 6:</u> Mike Frazer, Pubic Gover, asked 'service user representation in the NHS, is this something that we do, or could we expand what we already have in place'?</p> <p><u>Answer:</u> Chris Dixon, Deputy Director of Nursing explained that the Trust uses the Care Trust Way to help with any improvements to services and Involvement Partners reflect on Trust services by reflecting back to Committees. The Trust also uses a patient or carer story at the beginning of each public Board meeting, with work taking place to refresh the Trust's Your Voice Matters Strategy, which supported involvement through lived experience and representation.</p>	
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