



Annual Members' Meeting 2019

Thursday, 5th September 2019, 5:30pm
Education Centre West Middlesex Hospital
Twickenham Road, Isleworth
TW7 6AF

By Order of the Council of Governors

Chairman: Sir Thomas Hughes-Hallett

Public Constituency: Tom Pollak amongst others
Patients Constituency: Anna Hodson-Pressinger among others
Staff Constituency: Jacquei Scott among others

The meeting was called to order by the Chairman of the Trust, Sir Thomas Hughes-Hallett.

1.0	Welcome and apologies The Trust Chairman, Sir Thomas Hughes-Hallett, opened the Annual Members' Meeting and introduced the Board of Directors, the External Auditor, Deloitte LLP, and all presenters to the membership. Copies of the Annual Report and Accounts 2018/19 had been made available publicly on the Trust website and were available in hard copy in the meeting. Members in attendance were asked to complete the feedback survey provided with the agenda.
2.0	Minutes of the Annual General Meeting held on 27 September 2018 Minutes of the previous Annual Members' Meeting were noted and approved.
3.0	Presentation of Annual Report 2018/19 and Chief Executive's Review of 2018/19 The Trust's Chief Executive Officer, Lesley Watts, thanked members for attending. Lesley highlighted the following: <ul style="list-style-type: none">- The Trust covers a core catchment population of just over 1 million people and there are 6,000 staff and more than 300 volunteers.- As a Foundation Trust there are over 18,000 members and an established Council of Governors which includes 13 Public, 8 patient, 6 staff and 3 appointed governors.- Alongside core Accident & Emergency and local services across 2 main sites we also provide specialised regional services such as: HIV and Sexual Health, Neonatal Intensive Care, Children's Services and Burns

	<ul style="list-style-type: none"> - In the last year the Trust has met all of the financial targets and duties, was rated by our staff as one of the best places to work in the NHS and has invested over £20m in the development of our estate with the support of our charity, CW+. - The Trust covers a core catchment population of just over 1 million people and there are 6,000 staff and more than 300 volunteers. <p>A presentation demonstrated the achievements by month since the last Annual Members' Meeting.</p> <p>It was noted that the Trust has been shortlisted for the Acute or Specialist Trust of the Year, the winner expected to be announced in November 2019.</p>
4.0	<p>Presentation of Annual Accounts 2018/19</p> <p>The Chief Financial Officer, Sandra Easton, presented the Annual Accounts for the year ended 31 March 2019, highlighting the financial performance of the Trust during the year and including its income and expenditure.</p> <p>Key points from her presentation were:</p> <ul style="list-style-type: none"> - The Trusts property portfolio was revalued which resulted in a downward revaluation of £36.3m. - The Trust received PSF funding of £41.5m, In addition the Trust received additional incentive STF totalling £13.6m. - The underlying adjusted position for 2018/19 without exceptional and other non-recurrent income and expenditure was a deficit of £26.8m. - Delivered CIPs of £25.2m. <p>Members were challenged to a quiz on statistics from the Annual Report 2018/19.</p>
5.0	<p>External Audit Report</p> <p>Benjamin Sheriff, Deloitte LLP, summarised the findings of Deloitte's external audit of the Trust's financial statements for the year ended 31 March 2019.</p> <p>Deloitte have issued an unmodified audit opinion, with no reference to any matters in respect of the Trust's arrangements to secure economy, efficiency and effectiveness in the use of resources. The full opinion on the financial statements can be found in the Annual Report.</p> <p>Deloitte have issued a modified quality report opinion as a result of our work undertaken on the A&E 4 hour wait indicator. This modified opinion can also be found in the Annual Report.</p>
6.0	<p>Report of the Council of Governors</p> <p>The Lead Governor, Simon Dyer, presented to the membership on behalf of the Council of Governors (COG).</p>

	<p>Simon noted that one of the key duties of NHS Governors is to hold Trust Non-Executive Directors (NEDs) to account for the performance of the Board of Directors. This is one important way in which Governors fulfil their responsibilities to their constituency, whether a geographic constituency, a group of patients or carers, a staff group, or a local partner organisation or stakeholder.</p> <p>NEDs are responsible for ensuring the good performance of the Board. This is achieved through the Board operating as a unitary body. The Executive Directors and the NEDs all have a similar duty and act on behalf of the Trust, and work together as one team.</p> <p>Simon commented that at the Council of Governors meeting on the 25 July it was agreed to add an additional requirement to the Standing Orders asking all Governors standing for re-election to declare their attendance as part of the election process.</p> <p>The Standing Orders have been updated to the following effect:</p> <p><i>'Elected Governors seeking re-election by the members of their constituency will disclose their attendance record to governor meetings in their candidate statement to enable members to take an informed decision on their re-election'.</i></p>
<p>7.0</p>	<p>Clinical/Engagement Presentations; <i>Project SEARCH and CQC Videos</i></p> <p>Kathryn Mangold, Lead Nurse for Learning Disability and Transition presented to the membership her work on Project SEARCH. The Trust was shortlisted by The Health Service Journal (HSJ) for The Project SEARCH programme.</p> <p>Kathryn highlighted the following:</p> <ul style="list-style-type: none"> - The programme that takes place at West Middlesex University Hospital is for young people with Autism and/or with a learning disability. - It's a one year work-preparation programme. - The idea originated from Cincinnati Hospital, USA in 1996. - There are now over 50 licensed programmes in UK, primarily in hospitals which provides young people transition from education to work total work-place immersion; combining classroom instruction, career exploration and hands-on training. - The experience is life-changing for the interns and their families. - Contributes to job satisfaction for staff by improving communication and team working. - The interns are provided with an ASDAN (Award Scheme Development and Accreditation Network) employability qualification on completion of the programme. - The Trust provides bespoke Autism training for Trust mentors, supervisors and managers, adding to their skill set.

	<p>CQC Videos</p> <p>The members were shown the PROUD to care video clip. It was noted that the four small case studies presented in the video clips have had a big impact on the Trusts journey to 'Outstanding'.</p>
<p>8.0</p>	<p>Questions and Answers</p> <p>The Chairman invited questions and comments</p> <p>These covered a range of areas:</p> <ul style="list-style-type: none"> • Shortage of staff going into the winter period • Road works and bus lane closures causing disruption to travel to and from the hospital • Increased provision of cycle racks for those traveling by bus • The need for more health campaigning in the community <p>The questions and comments were addressed by the Chairman and other members of the Board of Directors/Executive Team.</p>

The meeting closed at 18.55