

SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST

***UNCONFIRMED* MINUTES OF THE ANNUAL GENERAL MEETING OF SHERWOOD FOREST HOSPITALS NHS FOUNDATION TRUST (“THE TRUST”)**

TUESDAY 26TH SEPTEMBER 2023, AT 17:30 via VIDEO CONFERENCE

Present:

Claire Ward	Chair	CW
Paul Robinson	Chief Executive	PR
Phil Bolton	Chief Nurse	PB
Richard Mills	Chief Financial Officer	RM
David Selwyn	Medical Director	DS
David Ainsworth	Director of Strategy and Partnerships	DA
Sally Brook Shanahan	Director of Corporate Affairs	SBS
Steve Banks	Non-Executive Director	SB
Andrew Rose-Britton	Non-Executive Director	ARB

Public Governors:

Sue Holmes	Rest of the East Midlands (Lead Governor)
Neal Cooper	Rest of the East Midlands
Ian Holden	Newark and Sherwood
Peter Gregory	Newark and Sherwood
Pam Kirby	Rest of the East Midlands
Tracy Burton	Rest of the East Midlands
Jane Stubbings	Rest of the East Midlands
Liz Burton	Rest of the East Midlands
Steven Hunkin	Rest of the East Midlands

Staff Governors:

Samantha Musson
Justin Wyatt

Appointed Governors:

Nikki Slack	West Notts College
Kevin Stewart	Trust Volunteers

In Attendance:

Sue Bradshaw	Minutes	
Rich Brown	Head of Communications	
	Producer for MS Teams Public Broadcast	
Richard Walton	KPMG	RW
Laura Keeling	Communications Officer	
Christopher Durkin	AV Support Technician	
Cllr Christopher Huskinson	Ashfield District Council	
Cllr Dale Grounds	Ashfield District Council	
Andy Abrahams	Mayor of Mansfield District Council	
Angelina Sirchia-Allen	West Notts College	
Stuart Poynor	Nottingham and Nottinghamshire ICB	

Vanessa Whitton
Philip Marsh
Mick Holmes

Mansfield Community and Voluntary Service
Member of the public
Member of the public

Apologies:

Rob Simcox	Director of People	RS
Rachel Eddie	Chief Operating Officer	RE
Graham Ward	Non-Executive Director	GW
Barbara Brady	Non-Executive Director	BB
Manjeet Gill	Non-Executive Director	MG
Aly Rashid	Non-Executive Director	AR
Andy Haynes	Specialist Advisor to the Board	AH
Linda Dales	Appointed Governor	

Item No.	Item	Action	Date
23/01	WELCOME		
2 min	CW opened the Annual General Meeting. The meeting was held in person and was streamed live. This ensured the public were able to access the meeting. The agenda and reports were available on the Trust Website and the public had been asked to submit questions prior to the meeting and were able to submit questions during the meeting via the live Q&A function.		
23/02	MINUTES OF THE PREVIOUS MEETING HELD ON 29th SEPTEMBER 2022		
1 min	Following a review of the minutes of the Annual General Meeting held on 29 th September 2022, Members APPROVED the minutes as a true and accurate record.		
23/03	PRESENTATION: ANNUAL REPORT 2022/2023		
7 mins	<p>PR advised a copy of the Trust's Annual Summary Report and Annual Report and Accounts are available on the Trust's website.</p> <p>PR reflected on an extraordinary year for the Trust, and the NHS as a whole, expressing thanks and paying tribute to colleagues, staff, volunteers and partners for their continued support. PR highlighted the high level of operational pressure throughout the year due to the high number of patients seeking urgent and emergency care, difficulties in discharging patients, efforts to reduce waiting times and industrial action as a result of national pay disputes.</p> <p>PR outlined the key highlights of the year, including new additions to the Executive Team, governor elections, opening of additional beds in a former care home to provide care for patients awaiting discharge, work towards achieving the Veterans Covenant Healthcare Alliance accreditation, formation of Nottingham and Nottinghamshire Integrated Care Board (ICB), Ofsted rating Little Millers Day Nursery as Good, launch of Badger Notes system in maternity, achievement of Pathway to Excellence accreditation, funding to expand theatre provision at Newark Hospital, Step into the NHS events and approval of funding for</p>		

	<p>a Community Diagnostics Centre to be built on the Mansfield Community Hospital site.</p> <p>PR acknowledged the need to look across organisational boundaries and work together with partners to meet the needs of local communities.</p>		
23/04	PRESENTATION: ANNUAL ACCOUNTS 2022/2023		
7 mins	<p>RM presented the Annual Accounts for 2022/2023, confirming the accounts were prepared in accordance with the Department of Health and Social Care (DHSC) Group Accounting Manual (GAM) and on a going concern basis.</p> <p>RM advised the Trust is reporting a deficit of £3.89m for the year.</p> <p>The Board of Directors adopted the accounts on 15th June 2023.</p> <p>RM advised the accounts are made up of four main statements, these being the Statement of Comprehensive Income, Statement of Financial Position, Statement of Changes in Taxpayers Equity and Statement of Cash Flows, and provided an explanation regarding each of these.</p>		
23/05	PRESENTATION: EXTERNAL AUDITOR'S OPINION		
7 mins	<p>RW outlined the responsibilities of an external auditor and the audit process. In terms of Financial Statements, KPMG issued an unqualified opinion, meaning the accounts for 2022/2023 give a true and fair view of the Trust's performance during the year and of its year end financial position.</p> <p>In terms of the Annual Report, KPMG confirmed that the Governance Statement had been prepared in line with the Annual Reporting Manual requirements and no significant inconsistencies were identified.</p> <p>In terms of Value for Money, KPMG did not identify any significant weakness with regards to the Trust's arrangements.</p>		
23/06	PANEL DISCUSSION – QUESTIONS AND ANSWERS		
25 mins	<p>CW advised one question had been received in advance of the meeting and invited further questions to the panel.</p> <p>Question 1</p> <p>Residents' chief concerns are access to urgent care at Newark Hospital (24 hour care is their stated requirement) and access to face-to-face appointments with their own regular doctor (GP) within 24 hours. Concerns are regularly expressed about access and treatment in several GP practices, particularly Balderton Surgery and lack of new registrations to NHS dentists, particularly in the Newark urban area. Are you able to supply figures relating to the above for 1) now, 2) pre-pandemic (end of 2019) and 3) what the target is for September 2024.</p>		

Response

CW advised not all of the issues raised are the responsibility of SFHFT and invited DA to provide a more detailed response.

DA advised, in terms of the Urgent Treatment Centre (UTC) at Newark Hospital, the Trust is working with partners in the Integrated Care System (ICS) in relation to making a decision on the future opening hours. Work is underway to engage with members of the public to seek their views. The listening exercise is being led by the ICS and this will lead into a formal public consultation in January 2024. A proposal, based on the feedback received, will be put forward to the Health Scrutiny Committee, who have the authority to make the final decision on the opening hours of the UTC. DA provided assurance the Trust is investing in the future of Newark Hospital, highlighting the new operating theatre provision which is due to open in November 2023.

In terms of GP and dental services, DA advised these services are not commissioned or provided by the Trust. It was acknowledged people are worried about health services and if patients are unable to get a GP appointment, they will attend ED. There is a need for the Trust to work with partners, local GPs and the ICS to seek ways in which to join up services.

Question 2 – Ian Holden

Noting the current industrial action by consultants and junior doctors, and the massive impact this has on backlogs, etc., how can the Trust build a strategy in that context?

Response

PR advised the Trust will not build a strategy around something which, hopefully, will not continue. As part of operational, rather than strategic, plans the Trust ensures it prepares for periods of industrial action, acknowledging this is, unfortunately, becoming too familiar.

DS advised it is important to recognise this is a national dispute between the British Medical Association (BMA) and the Government. However, managing periods of industrial action and ensuring patients are kept safe, takes significant planning. The impact is mainly felt by patients on planned care pathways. DS advised it was recently reported in the national press that there have been 1.1 million cancellations nationally as a result of industrial action and at a cost of over £1billion. There is a cost to the organisation and an impact on the Trust's workforce. DS advised his hope is for both sides to come together for the sake of patients.

Question 3 – Philip Marsh

Will the Trust be successful within the 5-year Strategy to secure the capital required to enable the operating theatres at King's Mill Hospital to be upgraded or replaced?

Response

PR advised ensuring the Trust's estate is 'fit for purpose' features in the plan for the next five years and the Trust is building a strategy to ensure theatres are maintained at a level of condition which is commensurate with the PFI (Private Finance Initiative).

Question 5 – Kevin Stewart

How has the ICB developed in its first 12 months. How does the Trust fit into the system and is the Trust's ability to develop a strategy limited within the system?

Response

PR advised he welcomes the creation of the ICB and feels the Trust is part of the health and social care system in Nottinghamshire. It is important for partners to work together to resolve issues and seek to improve the health of people in Nottinghamshire. The Trust cannot act alone and does rely on specialist tertiary services provided by partners. The Trust is seen as a strong partner within the ICB and is able to have influence in discussions.

Question 6 – Andy Abrahams

Thanks for the excellent partnership and working relationship between the Trust and Mansfield District Council via the Mansfield Health Partnership. Looking at the strategy for the next five years, there needs to be more investment in prevention and what the district council can do in terms of getting patients out of hospital and back home as quickly as possible. In terms of prevention, there are plans, in relation to Mansfield Connect, to have access to advice in the town centre, noting the Trust's diagnostic aspirations. Health assistance and guidance is being built into food clubs, etc. These are aspirational targets, but as the Trust sets out its five-year strategy, this is the emphasis and direction which it should give some attention to.

Response

DA advised the way the Trust works with local district councils is important. The Trust is a large employer in the local area and the role the Trust has to play in the future to make a difference to the local community is recognised. Some people in the community are facing difficult and challenging times and partners need to work together to help people. Prevention will be a key part of the Trust's future strategy. DA highlighted the work of the Phoenix Project, which is aimed at reducing smoking in pregnancy. Every contact the Trust has with people has to count. DA acknowledged the work of the voluntary sector in terms of connecting the Trust with local communities.

	<p>Question 7 – Andy Abrahams</p> <p>There is a need to utilise as many local skills and suppliers as possible and build the kind of investment which drives the local economy. There is also the need to consider the green agenda, try to join everything together and for partners to work together to help regenerate the district.</p> <p><i>Response</i></p> <p>CW advised the Trust works in partnership with all local authorities and has good relationships with them. CW advised she and other directors are keen to look at different ways to work together and engage on behalf of staff and patients and consider what can be done to influence more widely the way people live and work and the opportunities they have.</p>		
23/07	RECOGNITION & THANKS TO SUE HOLMES, LEAD GOVERNOR		
6 mins	<p>CW advised Sue Holmes will reach the end of her nine year tenure as a Public Governor on 31st October 2023, noting she has been Lead Governor since June 2016. CW expressed thanks to Sue for all her work for the Trust over the past nine years and the contribution she has made.</p>		
23/08	CLOSING STATEMENTS		
2 mins	<p>CW expressed thanks to all Trust staff for their work during some very difficult times.</p> <p>CW thanked the speakers and everyone watching the broadcast.</p>		
23/09	DATE AND TIME OF NEXT MEETING		
	<p>It was CONFIRMED that the next Annual General Meeting would be held on 24th September 2024.</p> <p>There being no further business the Chair declared the meeting closed at 18:30.</p>		
	<p>Signed by the Chair as a true record of the meeting, subject to any amendments duly minuted.</p> <p>Graham Ward Acting Chair</p> <p style="text-align: right;">Date</p>		