

Draft minutes Annual Members Meeting

Thursday 11th November 2021 from 5.00pm – 6:25pm

Virtual Meeting, held via Zoom

PRESENT	Mark Lam	Trust Chair
	Patrick Adamolekun	Staff Governor
	Julie Aduwa	Public Governor, Rest of England
	Amina Ali	Appointed Governor, Tower Hamlets
	Dawn Allen	Public Governor, Bedford Borough
	Rehana Ameer	Appointed Governor, City of London
	Roshan Ansari	Public Governor, Tower Hamlets
	Fatima Begum	Public Governor, Luton
	John Bennett	Public Governor, Tower Hamlets
	Gren Bingham	Public Governor, Tower Hamlets
	Shirley Biro	Public Governor, Newham
	Steven Codling	Public Governor, Central Bedfordshire
	Joseph Croft	Staff Governor
	Caroline Diehl	Public Governor, Hackney
	Darlene Dike	Public Governor, Hackney
	Mark Dunne	Staff Governor
	Tee Fabikun	Public Governor, Newham
	Susan Fajana-Thomas	Appointed Governor, Hackney
	Adam Forman	Public Governor, Hackney
	Obayedul (Arif) Hoque (present for part of agenda item 9)	Public Governor, Tower Hamlets
	Khtija Malik	Appointed Governor, Luton
	Sheila O'Connell	Staff Governor
	Caroline Ogunsola	Staff Governor, (Lead Governor)
	Jamu Patel	Public Governor, Luton (Deputy Lead Governor)
	Betsy Scott	Staff Governor
	Larry Smith	Public Governor, Central Bedfordshire
	Suzana Stefanic	Public Governor, Central Bedfordshire
	Felicity Stocker	Public Governor, Bedford Borough
	Hazel Thomas	Public Governor, Newham
	Jim Weir	Appointed Governor, Bedford Borough
	Lilu Wheeler	Staff Governor
IN ATTENDANCE:	Aamir Ahmad	Non-Executive Director
	Paul Calaminus	Chief Executive
	Anit Chandarana	Non-Executive Director
	Steven Course	Chief Finance Officer & Deputy CEO
	Richard Fradgley	Executive Director of Integrated Care
	Philippa Graves	Chief Digital Officer
	Dame Donna Kinnair	Non-Executive Director
	Tajmina Khanam	Governors and Membership Apprentice
	Norbert Lieckfeldt	Corporate Governance Manager
	Cathy Lavelle	Clinical Director, Children's Services
	Cathy Lilley	Director of Corporate Governance

Nicola McCoy	Corporate Secretariat Manager
Edwin Ndlovu	Chief Operating Officer
Meena Patel	Membership Officer
Stephanie Quitaleg	Senior Executive Assistant
Gill Skrzypczak	Minute Taker
Lorraine Sunduza	Chief Nurse & Deputy CEO
Eileen Taylor	Vice Chair – London
Dr Mohit Venkataram	Executive Director of Commercial Development
Deborah Wheeler	Non-Executive Director

APOLOGIES:	Julie Aduwa Agenda items 1-5	Public Governor, Rest of England
	Viv Ahmun	Appointed Governor, Voluntary Sector
	Zulfiqar Ali	Appointed Governor, Newham
	Rofikul Islam	Public Governor, Tower Hamlets
	Reno Marcello	Public Governor, City of London
	Beverley Morris	Public Governor, Hackney
	Tracey Stock	Appointed Governor, Central Bedfordshire
	Aidan White	Public Governor, Newham
	Paula Williams	Public Governor, Luton

ABSENT:	Obayedul (Arif) Hoque From agenda items 1-8 and 10-16	Public Governor, Tower Hamlets
	Nadia Islam	Public Governor, Newham
	Tony Isles	Staff Governor
	Mark Underwood	Public Governor, Central Bedfordshire
	Patricia Wheeler	Public Governor, Hackney

13 Members of the Public joined the Meeting

The minutes are produced in the order of the agenda

1. Welcome

- 1.1 Trust Chair Mark Lam, warmly welcomed everyone to the Annual Members meeting which will be followed by the Council of Governors meeting. He reminded all of the Trust's values – We Care, We Respect and We Are Inclusive.
- 1.2 New Governors were introduced: Patricia Wheeler (Hackney), Hazel Thomas and Nadia Islam (Newham) and Gren Bingham (Tower Hamlets) along with new Staff Governors: Graham Manyere and Betsy Scott.
- 1.3 Mark congratulated the members who have been re-elected to the Council: Felicity Stocker, Larry Smith, Caroline Diehl, Beverley Morris, Shirley Biro and Roshan Ansari
- 1.4 Mark acknowledged the contributions of Governors who are standing down: Ernell Watson, Keith Williams, Laura Jane Connolly and Carol Ann Leatherby along with Staff Governor Robin Bonner who has left the Trust, welcoming Sheila O'Connell who will serve for the rest of Robin's term in line with the Trust's Constitution..

2. Apologies for Absence

2.1 Apologies were recorded as above.

3. Declarations of Interest

3.1 No declarations of interest have been received in regard to today's meeting in public.

4. Minutes of the AMM/AGM held on 28 September 2020.

4.1 The minutes were APPROVED as an accurate record.

5. Annual Accounts and Report for 2020-2021 including the Auditor's Report

5.1 Paul Calaminus introduced, highlighting:

- The annual report reflects a year dominated by the impact of Covid but also significant developments in the Trust and a commitment to continued work in all areas.
- Also reflects Mark Lam's arrival as Chair and Caroline Ogunsola as Lead Governor plus a number of service changes.
- The challenges for the Chief Finance Officer (CFO) and his team in working through a difficult accounting period this year, for which the Trust expresses its thanks.

5.2 Steven Course presented the Annual Report and Accounts 2020/21 via a series of slides, highlighting:

- The Annual Report and Accounts 2020/21 have now been laid before Parliament and we have received our external Auditor's Annual Report.
- Our final position shows a £3.6m surplus and a breakdown of the Capital spend is also shown.
- We had a mostly unqualified opinion which shows the accounts are free from material error with systems of adequate control, a good going concern basis and a value for money opinion.
- We did receive a qualification on the remuneration report this year, relating to our previous Chief Executive Officer who exited the NHS Pension Scheme during the accounting year. We were unable to report on the value of their remuneration due to the relevant pensions authority refusing to provide the required information despite many requests; this issue has impacted a number of NHS organisations this year.
- The external Auditor's report included a Value For Money report which found no significant risks or areas of potential weakness, and made no recommendations. In light of this the Trust's Audit Committee have asked the external Auditors to identify some additional areas of best practice in the interests of improvement.

5.3 The Governors received assurance that:

- The reports have been received and scrutinised by all relevant Trust Committees.

- Governors held a session with the Chief Finance Officer and the Chair of the Audit Committee, Anit Chandarana, to have a more in-depth look at the annual accounts.
- The pension issue only impacted one individual with all other remuneration details being complete, and there are ongoing discussions between the pensions authority and the National Audit Office to resolve this issue going forward.
- The external auditors look at the Trust's work on efficiency savings by monitoring processes such as how the Trust's procurement process is managed, how we manage budgets and how financial information is presented throughout the year.

The Council thanked the CFO and the Finance Team for the detailed and clear presentation of the accounts.

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