

Draft Minutes of the Annual Members and Council of Governors Meetings Held in Public

Thursday 10 November 2022 from 5.00pm – 7.00pm

Virtual Meeting, held via Zoom

Present:	Eileen Taylor	Acting Trust Chair
Governors:	Patrick Adamolekun	Staff Governor
	Julie Aduwa	Public Governor, Rest of England
	Viv Ahmun	Appointed Governor, Voluntary Sector
	Victoria Aidoo-Annan	Staff Governor
	Dr Roshan Ansari	Public Governor, Tower Hamlets
	Yesmin Begum	Public Governor, Tower Hamlets
	John Bennett	Public Governor, Tower Hamlets
	Gren Bingham	Public Governor, Tower Hamlets
	Liz Birch	Public Governor, Central Bedfordshire
	Shirley Biro	Public Governor, Newham
	Bob Cazley	Public Governor, Central Bedfordshire
	Mark Dunne	Staff Governor
	Love-Jane Egbe	Staff Governor
	Susan Fajana-Thomas	Appointed Governor, Hackney
	Adam Forman	Public Governor, Hackney
	Cass Howes	Public Governor, Bedford Borough
	Rofikul Islam	Public Governor, Tower Hamlets
	Peter Landman	Public Governor, Newham
	Graham Manyere	Staff Governor
	Beverley Morris	Public Governor, Hackney
	Caroline Ogunsola	Staff Governor; Lead Governor
	Jamu Patel	Public Governor, Luton; Deputy Lead Governor
	Betsy Scott	Staff Governor
	Kate Smith	Staff Governor
	Larry Smith	Public Governor, Central Bedfordshire
	Suzana Stefanic	Public Governor, Central Bedfordshire
	Felicity Stocker	Public Governor, Bedford Borough
	Jim Weir	Appointed Governor, Bedford Borough
	Rachel Williams	Public Governor, Luton

In attendance:

Staff	Aamir Ahmad	Non-Executive Director, Acting Vice-Chair London
	Tina Bixby	Membership Officer
	Dr David Bridle	Interim Chief Medical Officer
	Paul Calaminus	Chief Executive
	Richard Carr	Non-Executive Director
	Tanya Carter	Chief People Officer
	Anit Chandarana	Non-Executive Director
	Richard Fradgley	Director of Integrated Care and Deputy CEO
	Samanthi Gibbens	Interim Chief Finance Officer
	Philippa Graves	Chief Digital Officer
	Prof Dame Donna Kinnair	Non-Executive Director
	Norbert Lieckfeldt	Corporate Governance Manager
	Cathy Lilley	Director of Corporate Governance

	Edwin Ndlovu	Chief Operating Officer
	Dr Amar Shah	Chief Quality Officer
	Gill Skrzypczak	Minute Taker
	Lorraine Sunduza	Chief Nurse and Deputy CEO
	Dr Mohit Venkataram	Executive Director of Commercial Development
	Deborah Wheeler	Non-Executive Director, Acting Vice-Chair Bedfordshire & Luton
Others	Helen Adejumo	Member
	Oluremi Akande	Member
	Majzoub Ali	Member
	Dawn Allen	Member (retired Governor)
	Badrul Choudhury	Member
	Joseph Croft	Staff Member (retired Governor)
	Tina Lawal	Member
	Michael Loughlin	Staff member
	JoAnne McConnel	Member
	Maureen Matthews	Member
	Natalie Moyanah	Member
	Oyiadika Onwuemene	Member
	Sarifa Patel	Member
	Ivor Parrish	Member
	Farzana Rahman	Member
	Razaq Salau	Member
	Saleem Siddiqui	Member
	Martin Stocker	Member
	Madhu Sukumaran	Member
	Rachel Vincent	Member
	Aidan White	Member (retired Governor)
Apologies:	Fatima Begum	Public Governor, Luton
	Caroline Diehl	Public Governor, Hackney
	Khtija Malik	Appointed Governor, Luton
	Tracey Stock	Appointed Governor, Central Bedfordshire
Absent:	Rehana Ameer	Appointed Governor, City of London
	Gulam Choudhury	Appointed Governor, Newham
	Darlene Dike	Public Governor, Hackney
	Tony Isles	Staff Governor
	Mumtaz Khan	Appointed Governor, Newham
	Reno Marcello	Public Governor, City of London
	Patricia Wheeler	Public Governor, Hackney

The minutes are produced in the order of the agenda

1. ANNUAL MEMBERS MEETING

- 1.1 Eileen Taylor warmly welcomed everyone to the Annual Members Meeting (AMM) which will be followed by the Council of Governors meeting and reminded all of the Trust's values – We Care, We Respect and We Are Inclusive.
- 1.2 Eileen noted that there were plans to hold this meeting face to face but Covid and flu infection numbers and the transport strikes made this inadvisable.
- 1.3 Eileen reminded Governors of the informal Council and Board get together on 5 December at 1:30pm at Robert Dolan House, 9 Alie Street, London E1.
- 1.4 She extended a special welcome to the recently elected new Governors:

- Bilal Ahmad (Newham)
- Yesmin Begum (Tower Hamlets)
- Liz Birch (Central Bedfordshire)
- Bob Cazley (Central Bedfordshire)
- Love-Jane Egbe (Staff)
- Cass Howes (Bedford)
- Peter Landman (Newham)
- Stella Oloyede (Newham)
- Kate Smith (Staff)

and congratulated John Bennett (Tower Hamlets) and Suzana Stefanic (Central Bedfordshire) on their re-election.

- 1.5 On behalf of the Council, Eileen sent very best wishes to Luton Governor Fatima Begum for a swift recovery.
- 1.6 She advised that actions have been taken to avoid a repeat of the security issues experienced at the last meeting and requested any problems with accessing the meeting be reported to the Membership Office.
- 1.7 Eileen also welcomed a number of ELFT Members, including:
- JoAnne McConnel who is a public Governor at NELFT
 - Mr Siddiqui who is a Governor at Homerton.

2. Apologies for Absence

- 2.1 Apologies were noted as above.

3. Declarations of Interest

- 3.1 Deborah Wheeler will leave the meeting for agenda Item 12.

- 3.2 No further declarations of interest have been received in regard to today's meeting held in public or which are not already included in the published registers.

4. Minutes of the Annual Members Meeting held on 11 November 2021

- 4.1 The minutes were **APPROVED** as a correct record; these had previously also been approved by the Council of Governors at their meeting on 3 February 2022

5. Annual Report and Accounts 2021/2022 including the Auditor's Report

- 5.1 Following the Trustwide Members meeting in October, the Council and members will formally receive the Annual Report and Accounts 2021/2022.

Paul Calaminus presented the annual report highlighting:

- The continuing impact of Covid 19 and the development of services in response to this, the refresh of the Trust strategy and work as a Marmot Trust focusing on improving health, and the increased focus on co-production with service users, e.g. the Befriending Service and the People Participation Academy of Lived Experience.
- Our wider work with the voluntary sector and other partners, providing c£2m of grants to 37 voluntary organisations.
- The development of the Integrated Care Systems (ICS) and their priorities around population health, children and young people and mental health.
- Work around inequity and inequalities with our staff and service users.

- Acknowledgment of our formal ratings: a rating of '1' on the NHS Oversight Framework reflecting our continuing development and efficient running of the Trust, a CQC rating of *Outstanding* for the third time in succession and our full compliance with a set of national targets. These are a tribute to the work of all the staff and teams across the Trust who through a challenging year continued to deliver and improve services and to whom we offer sincere thanks.

5.2 Samantha Gibbens presented the annual accounts highlighting:

- The continuing impact of Covid on the Trust's spend, closing the year with a deficit of £2.8m, which is adjusted to a control figure of £155k deficit reflecting allowable expenditure within the statutory accounts, including prior period adjustments.
- ELFT's operating income included increases for Mental Health Investment Standard (MHIS) and Service Development Fund (SDF) monies and the expenditure included increased costs for staffing and others areas as detailed in the report.
- The Trust retains a risk rating of '1' under the NHS Oversight Framework, reflecting good financial planning and management of resources.
- Capital spend of £13.7m with the largest around digital services, which will continue to help improve services and staff experience, along with work on building upgrades.
- The annual audit concluded well with an unqualified opinion, free from material errors and rated as a good going concern. Weaknesses identified around value for money and internal controls on exit packages and payments for which there are already plans in place to resolve.

5.3 Anit Chandarana highlighted:

- The finalisation of the accounts is important in reflecting the confidence in our systems of financial performance and due diligence, allowing ELFT to continue to deliver services for our population. Full credit is given to the teams involved in this process.
- The specific issue on exit payments identified an area for improvement around our process. The Finance and People & Culture teams already have an action plan in place to resolve this which the Audit Committee will remain fully sighted on and have full confidence the issues will be addressed.

5.4 In discussion:

- It was noted that additional funding has been received to reflect some of the impacts of inflation including utility costs and contract and supplier uplifts; however it remains a risk.
- It was noted although the aim is to hit a break-even figure, a deficit of £155k is not considered a material issue. The Trust continues to forecast a break even figure for 2022/2023 although there is a continuing challenge around financial viability (FV) and efficiencies.
- As part of the ICS, conversations with partners in North East London (NEL) and Bedfordshire, Luton and Milton Keynes (BLMK) ICSs continue and the Board remains focused on the importance of the Trust's financial responsibilities within the wider system whilst focusing on providing care and caring for our populations.
- It was noted that a Governor Development Session on the Annual Accounts is held with the Chair of the Audit Committee and Chief Finance Officer which take place outside of formal meetings and all Governors are encouraged to attend.

5.5 The Council **RECEIVED, DISCUSSED and NOTED** the Annual Report and Accounts for 2021/2022 including the Auditor's Report on them.