

# AGENDA

## Annual General Meeting of the Trust Board

<b>Date</b>	Friday 26 July 2019
<b>Time</b>	9.00 am – 10.30 am
<b>Location</b>	Board Room, Derriford Centre for Health & Wellbeing

### WELCOME AND SETTING THE THEME FOR OUR AGM

1	<b>Welcome, apologies, review of minutes of the AGM held on 27 July 2018 and Chairman's introductory remarks</b>	Chairman	Verbal
2	<b>Annual Report for the year ended 31 March 2019</b>	Ann James	Present ation

### OUR AGM THEME – LISTENING AND LEARNING

3	<b><i>Making Every Experience Excellent</i></b> Focusing on conversations with our patients, which many of the Board were involved with, and acting on what we have heard from patients around noise at night.	Claire Jukes/Sue Johnson	Present ation
4	<b>Our Patient Experience Ambassadors: Our PEAs</b> How our Ambassadors help us to listen and learn.	Eileen Pearce	TBC
5	<b>Memories from my Bedside</b> With the support of Marjon students, bringing to life the people within our patients through their audio stories, and the potential for this work as a training resource.	Jamie Read/Amanda Nash/Marjon students	TBC

### FINANCIAL SUMMARY FOLLOWED BY QUESTIONS

6	<b>Annual Audited Accounts for the year ended 31 March 2019</b>	Sarah Brampton	Present ation
7	<b>Questions from the public pertinent to the Annual Report and Accounts</b>	Chairman	Verbal

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8	<b>Chairman's closing remarks</b>	Chairman	Verbal
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Our Annual Report and our Annual Accounts are available on our website  
<https://www.plymouthhospitals.nhs.uk/our-publications>

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**Plymouth Hospitals NHS Trust**

**Minutes of the Annual General Meeting  
held at 9.00 am on Friday 27 July 2018  
in the Board Room, Derriford Centre for Health and Wellbeing**

**Present:** Richard Crompton, Chairman  
Kevin Baber, Chief Operating Officer  
Giles Charnaud, Non-Executive Director  
Greg Dix, Chief Nurse  
Jacky Hayden, Non-Executive Director  
Phil Hughes, Medical Director  
Ann James, Chief Executive  
Neil Kemsley, Director of Finance  
Elizabeth Raikes, Non-Executive Director  
Henry Warren, Associate Non-Executive Director

**In attendance:** Lee Budge, Director of Corporate Business  
Gill Hunt, Board Secretary  
Rob Sneyd, Dean, University of Plymouth Faculty of Health  
& Social Sciences

**Apologies:** Elizabeth Kay, Associate Non-Executive Director  
Steven Keith, Director of People  
Mike Leece, Non-Executive Director  
Estelle Thistleton, Non-Executive Director  
Nick Thomas, Deputy Chief Executive

**1 Welcome and apologies**

The Chairman welcomed those present and the apologies listed above were noted.

**2 Minutes of the previous Annual General Meeting**

The minutes of the previous Annual General Meeting, held on 28 July 2017, were approved as a true and accurate record of the meeting.

**3 Chairman's Introduction**

In his opening remarks the Chairman expressed his recognition of the commitment and contribution of all those who worked and volunteered at the Trust. He wanted, on behalf of the full Board, to say a very sincere 'thank you' to them. The theme of this year's AGM was NHS70: looking back and looking forward.

The Chairman invited the Chief Executive to present the Annual Report.

#### **4 Annual Report 2017/18**

Ms James addressed the meeting and gave a presentation which highlighted key points from the Annual Report, reporting celebrations and achievements for every month of the year. Ms James stated that the Trust's staff, and those in partner organisations, had worked incredibly hard to bring about the marvellous achievements she had spoken of. Their stories, and more, were included in the Annual Report and she commended this to the Board.

#### **5 NHS70: Plymouth Healthcare of Yesteryear**

The Communications Team had produced a short film which looked back at the NHS, locally and nationally, over a period of seventy years.

#### **6 Our Staff, present and future: their memories, reflections on change and their aspirations for the future**

Nurse Sue Norton, employed by the Trust for fifty one years, told her story, from her early days in training to her current position on Pencarrow ward. Ms Norton reflected on her experiences in training, her initial qualification, ongoing learning and her subsequent graduation, a very proud moment much enjoyed by her family. Ms Norton emphasised the importance of teamwork, ongoing learning and supporting colleagues through good times and bad.

Ms Norton was followed by Ruth Rice, a midwife, who told her story, reflecting along the way on positive changes that had benefitted patients, their families and staff, including longer visiting times, flexible working and patients' involvement in their treatment.

Nursing Apprentice Danielle Mayhew-Bradley, a final year trainee Nursing Associate about to complete her nursing degree, followed. Danielle's story illustrated the diverse routes into the nursing profession and the training and support she had received to achieve her ambition.

Finally, two students from Scott College, Plymouth, Marsha Johnson and Trixtan May, spoke about their career aspirations, who and what inspired them, and how they had gone about pursuing the roles they each sought.

All the speakers mentioned their commitment to patients and their desire to make a difference in healthcare delivery.

#### **7 Our Patient Council: working for our patients and their families**

Jane Hitchings, Patient Council Chair, spoke of the role and work of the Council, and of particular projects pursued by Council members. She had been inspired by the students from Scott College and suggested the formation of a Young

Persons Patient Council. Ms Hitchings reflected on the degree to which patient involvement had changed over the years, leading to the evolution of the Patient Council and its role as a critical friend to the Trust.

## 8 Annual Audited Accounts

Mr Kemsley presented a summary of the financial year 2017/18. The main points were:

- The Trust had a planned deficit of £3.1m - compared with an actual deficit of £39.9m at the end of 2016/17.
- The actual result was a surplus of £3.5m by 2017/18 year-end (adjusted for impairments). The main cause of the £6.6m variance against plan was the receipt of a £5.8m bonus payment from the Sustainability and Transformation fund. Although the Trust did not find all the £40m savings desired, this was offset by £6m of additional income from commissioners.
- Final capital expenditure was £21.2m, compared to an original plan of £21.2m

Looking forward to 2018/19:

- The plan for 2018/19 was a deficit of £3.8m. This relied upon the achievement of a Financial Improvement Plan of £32.9m. This included a range of income generation, pay and non-pay efficiency improvements and some technical financial opportunities.
- This plan included £12.4m of Sustainability and Transformation Funding which was contingent on the Trust achieving its financial plan and meeting performance standards associated with the four hour waiting time target for urgent care.
- The Trust had achieved the plan in the first quarter of 2018/19. Maintaining performance would be very challenging given the profiling of the Financial Improvement Plan during the course of the year.

Mr Kemsley invited questions. There were none.

Mr Kemsley followed his presentation with an interactive quiz on NHS finances, nationally and locally, over the last 70 years.

## 9 Questions from the public

The Chairman invited questions from the public. There were none.

**10 Chairman's closing remarks**

In bringing the AGM to a close, the Chairman thanked all involved in bringing this event together. It had been a hugely enjoyable and very positive AGM. Finally, the Chairman thanked Amanda Nash, Head of Communications, for her work to the Annual Report. Ms Nash thanked Communications Team members Christian Johns and Lewis Edwards for the production of the 'Healthcare of Yesteryear' film and SDU staff for setting out the display of historical surgical instruments for the Board and visitors to look at.

The Annual General Meeting closed at 10.35 am.

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