



Oxford Health
NHS Foundation Trust

Oxford Health NHS Foundation Trust

Council of Governors and Members



Annual Members' Meeting & Annual General Meeting (AMM & AGM)



Notes of the Meeting on 19
September 2019 at
18:00 at the Spread Eagle
Hotel, Thame OX9 2BW



Who was at the meeting:

In addition to the Trust Chair, and Non-Executive Director, David Walker, the following Governors were present:

Chris Roberts (Lead Governor)
(Patients ,Carers)

Hasanen Al-Taiar ,Staff, Specialised
Services

Geoff Brabham (Deputy Lead Governor)
Public, Oxfordshire)

Maureen Cundell, Staff, Older People

Gordon Davenport ,Staff, Children and
Young People

BenJamin Glass: Service User,
Buckinghamshire

Mike Hobbs, Public Oxfordshire

Paul Miller, Public Buckinghamshire.

Madaline Radburn ,Public Oxfordshire

Soo Yeo, Staff, Older People

In attendance:

External Audit



Iain Murray	Engagement Lead, Grant Thornton
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Oxford Health NHS FT-Board members:



Stuart Bell	Chief Executive
Tim Boylin	Director of HR
Marie Crofts	Chief Nurse
Mike McEnaney	Director of Finance
Kerry Rogers	Director of Corporate Affairs & Company Secretary
Martyn Ward	Director of Strategy & Chief information officer

Presenters and other staff from Oxford Health NHS FT



Kelly Bark	Senior Programme Manager
Emma Garratt	Clinical lead Physiotherapist.



Sally Godwin	Family nurse Partnership supervisor
Helen Green	Director of Education and Development
Lorcan O'Neill	Director of Communications & Engagement
Merry Patel	Family Nurse
John Pimm	Clinical Lead, Buckinghamshire Psychological Services
Andrea Shand	Head of Service, Children & Adolescent Mental Health
Hannah Smith	Assistant Trust Secretary
Juanita Tarn	Educational Mental Health Practitioner
Laura Tozer	Deputy Operational Lead and supervisor for North Mental Health Support Team



1. Introduction and Welcome

The chair welcomed everyone to the meeting.

He showed the meeting the easy read agenda.

He showed the meeting the Red and Green cards to use if you don't understand or want to speak.



2. People who said they were sorry but they could not come to the meeting.

Governors

Apologies had been received from the following Governors: Vicky Drew, Louis Headley, Dr Tina Kenny, Andrea McCubbin, Myrddin Roberts and Hannah-Louise Toomey.

Members of the Board of Directors

Apologies had been received from the following members of the Board of Directors: John Allison, Jonathan Asbridge, Sue Dopson, Bernard Galton, Chris Hurst, Aroop Mozumder, Debbie Richards and Lucy Weston.

3. Declaration of interest

No one declared any interests



4. Minutes of the 2018 AGM were agreed.



5. The Chief Executive presented the annual report.

-He welcomed David Walker the New Trust Chairman to his first AGM.

- He explained that Alyson Coates, Non-Executive Director; Ros Alstead, Director of Nursing & Clinical Standards; and Dominic Hardisty, Chief Operating Officer had left the board.

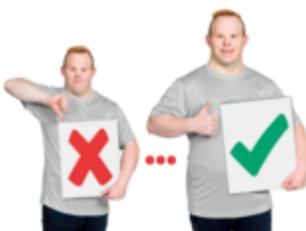




-He welcomed He welcomed: Marie Crofts as Chief Nurse, and Debbie Richards as Managing Director of Mental Health & Learning Disabilities. He said Lucy Weston has become a Non Executive Director after being an Associate Non-Executive Director.



-He talked about how important the staff are and how the Trust will make sure it has enough staff. He said that not having enough staff was a significant risk to the trust.
-This is made more difficult by the cost of living in the area.
-He explained that the Trust is supporting staff to gain new skills. This includes helping health care assistants train to become nurses if they wish.



He talked about how Oxford Health is teaching staff, ways to improve services and check that the changes they make improve services.



-He reported there had been progress made in trying to get more funding for mental health services.

-The services in Oxfordshire in particular receive less funding than other areas.

-He praised staff for the services they have delivered with limited resources.

-He reported that the Trust had done some research whether Oxfordshire's mental health Services are properly funded.

-This has now been recognised.

-This did have an impact on the budgets in the short term.

-The Trust Board decided that it was important to meet the peoples needs.

-The Trust was confident that it had used its resources as well as it could.



He spoke about national plan for NHS and care organisations to work closer together.



-He said that this was a good idea for the NHS to work together to make best use of its resources.



Annual Accounts 2018/19.

The Director of Finance presented the annual accounts for the year.



He explained that the Trust had increased its income this year.

In 2018 the income was 317.9 million.

In 2019 the income was 337.9 million.

But the services cost more to run so at the end of the year the Trust had spent £0.5 million more than the money it was paid to run services.



He explained that there had been increase in costs for new children's and residential care services.



The Trust is 6% more efficient than most NHS trusts, but ended the year with a deficit of 5.7 million.

This meant that it could not invest to improve services.

The value of the Trust's assets such as buildings and land was said to be £134.4 million in 2019. This had increased by 2 million from 2018.

The Trust has £20 million pounds in the bank.

Every trust is assessed for how well it is doing against the amount on money NHS England think it should spend.

A score of 1 is means the Trust is at a low financial risk.

A score of 4 means the Trust is at a high financial risk.

The Trust spent a lot on Agency staff.

The Trust spent extra money because it did not get enough money to meet the needs of the population.

Therefore NHS England rated the Trust as "3" in 2018



The Finance Director explained:

- The Trust was developing a 5 year financial plan.
- It was working to get the right amount of money to run , the mental health services.
- The trust is working to reduce the use of agency staffing.

If the above are achieved, then the Trust will have a realistic financial plan for the next 5 years.



Auditors report on the Annual Report and Annual Accounts 2018/9

Iain Murry from Grant Thornton (The Trust's External Auditors presented the Auditors report for the year 2018-2019.

The Auditors role is to look at the way the Trust works and look at some of the records. It does this to see if the Trust is giving an accurate picture of the Trust's situation. They do not check all the Trusts records.

- The Auditors look at how well the Trust uses it's resources, the income the Trust has and how it is planning for the future. They can give different types of conclusion.
- An "unqualified" opinion is good.
- An "except for" Conclusion is the middle rating.
- An "adverse" opinion is bad
- The Trust received a "except for opinion" this was due to the points raised by the Finance Director.



The Trust received an Unmodified/unqualified Audit conclusion for its Financial Statements.

The trust received an Unmodified/unqualified Audit conclusion for its Quality Report.

The meeting received the Auditors Report 2018/19

Questions on the reports presented to the meeting.



1. A person with a Learning Disability, said that the slides for the meeting should have been:

- Bigger
- with simpler pictures and numbers.
- Minutes need to be easier to read, with numbered paragraphs instead of lettered.
- be available on other coloured papers(not white)

The presenters at the meeting including the Auditor noted these points for development in 2019/2020.

Action All Presenters and those involved with AGM and report writing.

2. Mike Hobbs, Governor, asked about;

- When will we know if the Trust will get more funding for mental health services.

Answer

The Chief Exec said that they were talking to the CCG. The CCG have agreed that there is a £12 million gap. The trust has received an additional £2 million.





The Chief Executive said this did not explain all of the £18-28 million financial gap referred to earlier in the meeting.

3. What effect the merger of the Oxfordshire and West Berkshire Clinical Commissioning groups?

The Chief Executive answered that we did not know yet how the new integrated care system will be funded. It is thought the funding will be based on local population.

The Financial Director explained that the Trust would be working with other organisations in the area to make sure the 5 year financial plans can be delivered.

Presentations

- **Workforce-** The Chief Nurse, Marie Crofts, and Helen Green, Director of Education and Development.
- **Community Services- Shaping care in Oxfordshire –**
 - The Oxfordshire Stroke Rehabilitation Unit and the Family Nurse Partnership Teams.
- **Young people's mental health- Teams for Schools in Buckinghamshire.**
 - The Buckinghamshire Mental Health Support Team



Questions From the Presentations

1. Mental health support in Schools

Gordon Davenport, Governor asked, talked about the cuts to pastoral care in Schools in Buckinghamshire.

-He asked if this meant an increased pressure on the Mental Health Services in Schools in Buckinghamshire.

Answer

The head of Service said that the service had clear Reasons why students could be referred. The aim of the service is to enhance and not replace the support already available in schools.



2. Easy read for people with Learning Disabilities.

A Service user who said he was there to speak for people with a learning disability asked:

Do Nurses learn easy read during their training?

Answer Marie Crofts confirmed that they are and that.

She also said that learning Disability Nurses are encouraged to share the ways they work with other



3. Mental health hub in Amersham

A carer for an adult mental health service user noted that there had been plans for a mental Health Hub in Amersham.

-They asked if there was news of this service.

Answer

A Clinical Lead for Buckinghamshire said that there was a service for adults, older adults and children's mental health services in Amersham but it is not called a hub.



4. Workforce and use of Agency

Governors Madeleine Radburn said that:

-Some staff may welcome the chance to gain qualifications.

But some staff may want to do a good job in their role. She was worried they may feel under pressure to take more qualifications.

Answer

Director of Education and Development said.

-The healthcare support workers are valued.

-No one is pushed to do more training.

-There is training for those people who would like to do it.

Madeline Radburn then asked:

-If there a risk of Nurse Associates replacing registered nurses?

Answer

Director of Education and Development said that:
The Skills the Nurses in the Trust was constantly being reviewed.

-Nurses at all levels are being given opportunities to do more training.

-Nurse Associates were not replacing registered nurses.

-Nurse associates could help to make sure some people get the right care.

Madeline Radburn
Governor asked:

-What is being done to keep newly qualified staff who may find living in the area expensive.

The Chief Executive said he had spoken to local MP's and they understood the problem. He said they are working to see if an extra payment could be offered if staff live in an expensive area.



Any Other Business

None

The Trust Chair closed the meeting at 7.53pm