

Minutes of the Members' Council meeting held at 09.30 on 10 May 2022

Meeting Held Virtually by Microsoft Teams

Present:	Marie Burnham (MBu)	Chair
	Bill Barkworth (BB)	Public – Barnsley (Deputy Lead Governor)
	Bob Clayden (BC)	Public – Wakefield
	Claire Den Burger-Green (CDBG)	Public - Kirklees
	Dylan Degman (DDe)	Public – Wakefield
	Darren Dooler (DDo)	Public - Wakefield
	Gary Ellis (GE)	Appointed – Mid Yorkshire Hospital NHS Trust
	Laura Habib (LH)	Staff – Nursing support
	Nik Vlissides (NV)	Staff – Psychological therapies
	Anthony Jackson (AJ)	Staff – Non-clinical support
	Adam Jhugroo (AJh)	Public - Calderdale
	Joanne Gander (JG)	Public – Rest of Yorkshire and Humber
	John Laville (JL)	Public – Kirklees (Lead Governor)
	Tony Wilkinson (TW)	Public – Calderdale
	Tony Wright (TWr)	Appointed – Staff Side organisations
	Phil Shire (PS)	Public – Calderdale
	Keith Stuart - Clarke (KSC)	Public – Barnsley
	Helen Morgan (HM)	Staff – Allied Health Professionals
In attendance:		
	Lindsay Jensen (LJ)	Assistant Director of Human Resources & Organisational Development
	Salma Yasmeen (SY)	Director of Strategy and change, Deputy Chief Executive
	Carol Harris (CH)	Chief Operating Officer
	Natalie McMillan (NMc)	Non-Executive Director
	Greg Moores (GM)	Chief People Officer
	Mike Ford (MF)	Non-Executive Director
	Erfana Mahmood (EM)	Non- Executive Director
	James Sabin (JS)	Interim Director of Finance and Resources
	Kate Quail (KQ)	Non-Executive Director
	Darryl Thompson (DTh)	Director of Nursing, Quality and Professions
	James Sabin (JS)	Interim Director of Finance and Resources
	Julie Williams (JW)	Assistant Director of Corporate Governance, Performance and Risk
	Grace Coggill (CG)	Secretary to the Chair, Non-Executive Directors and Members' Council
	Andy Lister (AL)	Head of Corporate Governance (Company Secretary)
	Asma Sacha (AS)	Corporate Governance Manager (author)

Apologies:		
	Mark Brooks (MB)	Chief Executive
	Beverley Powell (BP)	Public – Wakefield
	Mandy Griffin (MG)	Deputy Chair
	Andrea McCourt (AMc)	Appointed – Calderdale and Huddersfield NHS
	Brenda Eastwood (BE)	Appointed – Barnsley Council
	David Webster (DW)	Non-executive Director
	Sheena McDonnell	Appointed – Barnsley Hospital

MC22/28 Welcome, introductions and apologies (agenda item 1)

The Chair, Marie Burnham (MBu) formally welcomed everyone to the meeting, apologies were noted as above. The meeting was quorate and could proceed.

MBu welcomed new governors, Joanne Gander (JG), public governor for rest of Yorkshire and Humber and Laura Habib (LG) staff governor, nursing support and they made introductions.

AL informed the Members' Council the following governors have been reappointed and they were congratulated on their appointments:

- Keith Stuart – Clarke, Public - Barnsley
- Adam Jhugroo, Public – Calderdale
- Phil Shire, Public - Calderdale
- John Laville, Public - Kirklees
- Bob Clayden, Public – Wakefield

The following are no longer governors:

- Carol Irving – she has decided not to continue and has stood down.
- Debs Teale – she has been replaced by Laura Habib as staff governor for nursing support through election.

JL thanked the governors who have stood down or have come to the end of their office, which includes Debs Teale, Jeremy Smith, Lisa Ward and Carol Irving. He thanked them for their contribution to the council.

The meeting is recorded to support minute taking. The recording will be destroyed once the minutes have been approved (it was noted that attendees of the meeting should not record the meeting unless they had been granted authority by the Trust prior to the meeting taking place). Attendees were requested to remain on mute, unless speaking.

It was RESOLVED to RECEIVE the welcome, introductions and apologies as described above.

MC22/29 Declarations of Interests (agenda item 2)

AL informed the Members' Council that AJh has notified one change to his declaration of interest, the register and been updated and this has gone "live" on the Trust website.

It was RESOLVED to NOTE the individual declarations from governors and to CONFIRM the changes to the Register of Interests.

MC22/30 Minutes of the previous Members' Council meeting held on 8 February 2022 and 19 April 2022 (agenda item 3)

BC said he doesn't feel the last paragraph reflects what had happened at the meeting (Ref MC22/08f). BC said he believes that once it was decided who was going to be a voting member of the Board, that will remain until they leave the Board. He asked whether this was correct.

AL said this was in reference to the voting executive directors. AL explained the change in the constitution stipulates that now the Chief Executive will be a voting executive, the Medical Director will be a voting executive as well as the Director of Nursing, Quality and Professions and the Chief Operating Officer. The chair and chief executive can also pick two additional members which they have chosen. There will always be one more voting non executive director than executive director for transparency. AL said we will re-word this.

AL said BC was concerned that the voting rights could change per meeting but this is not the case and once they are put in place, they are substantive until notified of a change formally.

DT said on page 13, MC22/20 Integrated Performance Report (agenda item 9.1) the word "deficit" is a typo.

DT said in the extraordinary Members' Council meeting on the 19 April 2022, he has declined the meeting request and has not been noted as an apology. AL said this was an extraordinary meeting and was for members only to appoint the non-executive.

Action: Asma Sacha and Andy Lister

It was RESOLVED to AGREE the minutes of the Members' Council meeting held on 8 February 2022 and the 19 April 2022 as a true and accurate record with the noted amendments.

MC22/31 Matters arising from the previous meeting held on 8 February 2022 and action log (agenda item 4)

AL said there was an outstanding action, MC22/21. AL informed the members' council that he has an appointment with Dawn Pearson this month and he will enquire with her regarding blended meetings. AL said he will provide an update in the August members' council meeting.

It was RESOLVED to NOTE the Action log of the Members' Council.

MC22/32 Chair's report and feedback from Trust Board (agenda item 5)

MBu informed the Council that she will be providing a verbal update today but in future she will be more specific about her feedback. MBu said she will amend her report and

circulate this for the next meeting. MBu said the Trust excellence award was a great evening and the comments from staff were very overwhelming.

MBu commented that the Trust have issued covid medals to staff and there have been fantastic comments.

MBu said they have appointed a new Director of Finance and Resources and this now completes the Trust Board. It is a strong and exciting Board moving forward. MBu commented she will be writing out to the non executive directors for their objectives for the coming year.

MF introduced himself to the new governors. He stated as non executive directors they do not list every activity they have been involved in throughout the year and some things have been missed off the list. MF commented that the Audit committee checks the effectiveness of all the other committees and they receive assurance from all the committee chairs that they have met their terms of reference and objectives for the year. MF said they received good assurance from all the sub-committees of the Board that they are meeting their objectives.

JL said the chairs report states that the governors should receive the brief every month and he has not received this. JL said they use to receive the brief and asked whether the corporate governance team could circulate this to all governors on a regular basis. AL apologised and informed the governors they will resolve this.

Action: Corporate Governance admin support to circulate the Trust brief to the governors

BC asked about the charitable funds committee and commented that the minutes of the committee was private and there doesn't appear to be any public scrutiny of the charitable funds committee. AL stated the charitable funds committee use to report into Trust Board and all Board Committees submit their minutes in public to the Trust Board once approved and the charitable funds use to do the same. The corporate trustee however is the place that the charitable funds committee reports into this and the meeting is held in private. Discussed how we need to find a way into getting charitable funds committee into public and he will speak to Erfana Mahmood and look at the governance arrangements.

EM said they do the annual report and they have a separate internet page with access to this information. EM said they also register with the charity commission so the council can also view this information online from the charitable commission. They also get audited regularly. EM said she will discuss this further with AL and report back.

Action: AL to liaise with non executive director, Erfana Mahmood to look at the governance arrangements for the charitable funds committee.

KSC enquired whether the committee control what is spent by the Ey Up Charity. EM said they have an operational group which is made up of different staff members including staff from the finance team and they oversee the bids and details of those bids then comes to the charitable funds committee. Every application is then reviewed and there is rigour around that and they review whether it meets the needs of service users and carers. EM asked AL to circulate the annual report to governors to gain an oversight of what they have spent.

Action: AL to circulate the annual report for the charitable funds.

SY explained the charity receives funding from the Trust to run the charities including the link charities and they have a performance and delivery framework for our link charities and agreed business plans for the charity which go to the trustees to formally approve this and also to make a commitment back to the Trust to deliver this. The link charities help deliver the strategic objective number 5 of the Trust charity.

GE asked whether the charity was consolidated in the Trusts accounts or kept separate. SY said they have separate accounts for the charity, and they have done work on this to make sure they are also counting in and making visible the support and non-financial support in terms of resources that the charity takes up. The charity and link charity have grown substantially and the audit will be significant.

It was RESOLVED to NOTE the Chair's report.

MC/22/33 Chief Executive comments on the operating context (questions to be submitted in advance) (agenda item 6)

SY introduced herself and provided a verbal update. She explained she was will provide an update on behalf of MB who gave his apologies. She explained even though it is challenging, what remains constant is our connective commitment with our mission to enable people to live well within their communities and to achieve their potential. She reiterated how MBu shared news about the excellence awards and the covid awards which is a way of recognising the efforts our staff and our volunteers have continued to deliver.

SY said the Health and Care Bill will provide the policy framework and also the legislative framework for the changes we will see in the near future and the coming period, this has gone through the parliamentary process and that will mean that from the 1 July 2022 we will see Integrated Care Systems (ICS) South and West Yorkshire) they will become formal statutory bodies in their own right.

She explained that as a Trust, we have been part of this journey in two ICS's and four places where we provide services over the last 5 years so it should be continuous work that we have been doing. In recent months we have worked with partners in each places to formalise the decision making forums and governance arrangements in each of them places so we can make shared collaborative decisions as to what the population and people in communities need so we can form services to address health inequalities and improve health outcomes, this work will continue beyond July 2022.

SY explained although covid is with us, the restrictions have been removed for the public but within the Trust we ensure we keep a focus on keeping our staff, service users, carers and visitors safe. There are national policy changes which we will continue to consider and revise and we will continue to do that, making sure that we reinforce safety at every level.

SY explained at the recent Trust Board, we agreed the priorities for the coming year and to build on the work we have been doing over the last year and we will continue to work on key areas to improve health, improve services and making sure we are driving value

with the use of our resources and working on a number of initiatives to ensure we are making the Trust a great place to work.

SY said we continue to meet annual requirements as well as focusing on day-to-day operations. We see an increasing demand for mental health services especially children and young people and responding to waiting lists in key areas.

Our financial performance is held up over the last year and this will change in the months to come, and we need to consider how to best use our resources and drive value through that. A big focus has been on well being of all our staff. SY said our physical activity instructor is working on staff wellbeing with exercise programmes and this is part of our drive to ensure staff well being is at the forefront.

PS asked about virtual meetings and whether we can get back to having face to face meetings. MBu explained we are driven by national guidance to be more vigilant and what is safe locally. DT and the team are working on a plan for face-to-face meetings. We are also working on a flexible, hybrid ways of working for staff. NM said she has spoken to MB and DT and they are supportive of face to face visits to the ward to talk to our staff which includes quality monitoring visits. MBu said there is a new board developmental session and this will be face to face, although the Trust recognise there are vulnerable groups and people with accessibility issues.

TWr said there is excellent work going on in the Trust on the social responsibility and sustainability strategy. He stated he has forwarded the draft sustainability strategy to AL to circulate to the members' council for an opportunity to comment.

Action: AL to circulate the sustainability strategy to the members' council for comment.

It was RESOLVED to NOTE the Chief Executive's update.

MC/22/34 7.1 Annual report unannounced / planned visits (agenda item 7)

DT provided an update on the unannounced Care Quality Commission (CQC) visits and confirmed there have been no announcements within this reporting period. He explained we have maintained our quality oversight through our quality visit structure. There is reference to our self accreditation scheme, which was a pilot on one of our Wakefield inpatient wards to get a baseline expectation of quality for all inpatient areas to benchmark against. Covid has had a significant impact on this, including staffing and acuity. It has been agreed to pause this until 2023/34 and this will be discussed in committee. We have Mental Health Act CQC visits and we get feedback on those and there is suggestion to align them with our Quality Monitoring Visits (QMV) to ensure that learning is embedded.

BC said the report states there was no issues for escalation, he explained he has been on 3 QMV's and there were issues for escalation and the report seems to be more optimistic than he found from the visits he had undertaken. DT said the word immediate is key and there were escalations with regards to mandatory training compliance and also with regards to clarity about our NEWS2 denominator, our national early warning score for physical health deterioration is mentioned in the report. DT said he acknowledges that how we have worded this may be unhelpful. NM said she chairs the clinical governance and clinical safety committee and we may need to clarify the terminology and so everyone knows what everyone means by escalation through the clinical governance and clinical safety committee and through to the Board. NM said they do scrutinise and challenge

areas of concern and how we learn from other areas who are working very well but it is a balanced report.

NM said all areas are discussed in clinical governance and clinical safety committee and under achieving areas are also discussed. She explained we also use triangulation of data, in Finance and also Workforce Committee, she explained there is robust challenge. DT acknowledged it was a good point and we can capture the variants in more detail for future reporting.

MF said the governors are important part of this quality visit and we may be able to work this through the members' council quality group and if there could be a joint paper where governors views are reflected on the executive summary.

KQ said they get frequent CQC visits to the wards looking at Mental Health Act and two things that come up are care planning and risk assessments and we look at it in clinical governance and clinical safety committee, but we also look at this in the mental health committee and we also share information and look at CQC actions and our compliance. This should give the members' council more assurance. The Mental Health Act committee also report to Trust Board and they have a alert system.

JW said through governor development we can look at the process and how issues are escalated and how assurances are given and received. There is something around how we write the report in a certain way to help the governor to get assurance on a day-to-day basis and she will work on the quality group as to how the report structure looks like and how often they want to receive this. PS said this would be helpful and to look at this in the August quality group meeting.

Action: Members Council Quality Group to consider report structure and what governors require from the executive management team.

LH spoke about how we need to look at streamlining assessments and audits, for example the primary nursing audit and the time taken to complete the paperwork. She said the users should also be involved in this and she can provide feedback on her own experiences.

It was RESOLVED to RECEIVE the update on the annual report/unannounced visit.

MC/22/35 7.2 Care Quality Commission (CQC) action plan (agenda item 7)

DT explained this was also a summary of the new inspection process and new model around the CQC. This explains the four themes and the likelihood of inspection in different areas. Each core services have a section on the intranet which is a useful information resource for each service. We continue to work on clinical record keeping and there are challenges on waiting lists which is impacted on covid. There are also pressures on staffing.

CDBG explained in the pre governor meeting and the quality group meeting that she raised her concerns about the narrative being about being inspection ready. She explained that she welcomes DTs comments about it being fundamental standards of care continuously and not just about being inspection ready.

KSC said many years ago he did the 15 steps and he felt it was important for staff to know that governors were supporting them. BC asked about the acronyms in the report and asked whether we can explain them. Agreed not to use acronyms in any future reporting.

JL asked if staff were doing unannounced visits across the Trust. DT said matrons have a lead on quality oversight. JL suggested for example, a member of staff from Ward 18 to go to the Dales unit unannounced and inform them they are doing an inspection. DT said we don't have peer reviews at the moment and our matrons work closely together on reviewing quality on the ward.

JL enquired about the service user stories at Trust Board and whether the Members' Council can feature an improvement story. MBu said they can discuss this outside of this meeting but it can be uncomfortable for unannounced peer reviews.

AJh said he has done quality monitoring visits and it would be helpful to do unannounced visits but it is the process to follow to get a snapshot of care planning and staffing on the wards. We can also pull the care planning audits from SystmOne.

It was RESOLVED to RECEIVE the update on the CQC action plan.

MC/22/36 8.1 Governor feedback and appointment to Members Council Groups (agenda item 8)

JL said they are continuing with the virtual governor meetings and the Q&A sessions are continuing with the executive team. There are pressures on the system in relation to recruitment and retention. JL said yesterday he had a conversation with GM about GM joining the staff governor meetings. JL said there was a joint, Kirklees, Barnsley and Wakefield governors meeting and he is aware it is mental health awareness week and there hasn't been any literature from the Trust which would indicate that.

JL said Fieldhead is 50 years old in July 2022 and asked if we are celebrating this event in anyway.

JL explained there are specific issues from Kirklees about poor quality of written communication from the Trust which has been discussed in the quality group and actions are forthcoming.

JL said there was an action from the Kirklees mental health forum, where one of our members asked if they could work on a procedure where carers were consulted about changes in treatment but acknowledged this was difficult due to confidentiality. There is feedback about last minute appointment cancellation. Some carers have also asked if video consultation will continue.

LH said there are a lot of new student nurses doing apprenticeships and due to covid and because of additional support being limited on the ward from qualified nurses, a lot of students have left the Trust. LH said a lot of nursing support do not feel valued.

Action: GM will liaise with LH outside of this meeting.

CDBG said in the quality group, it was agreed they would form a group in relation to Trust communication (letters sent to service users) and work on improving this. JL said the Members' Council need to make reference to the discharge letter and the work we did on improving this and we can also work on improving other Trust letters. CDBG asked DT when they will hear about the working group. DT confirmed Carmain Gibson Holmes, Assistant Director of Nursing will contact the governors directly.

KSC asked about service users understanding about the care plan and how often this is reviewed. LH said this depends on capacity and how well they are, there are continuous reviews during the multi-disciplinary team meetings. Every care plan and individual is different and consent can change and this is reviewed on an ongoing basis. CH said the Trust don't do well on whether the service user has received a copy of their care plan. A piece of work has been done on how we measure and record this to provide better assurance.

JL asked on behalf of DD on where we are with serenity integrated mentoring. JL said it was discussed around the time Rob Webster was CEO and he asked DT whether he can look into this and speak to DD outside of the meeting.

Action: DT to liaise directly with DD.

It was RESOLVED to RECEIVE the governor engagement feedback.

MC/22/37 8.2 Review of Chair and Non-Executive Directors' remuneration (agenda item 8)

LJ explained that in 2019 the Nominations Committee felt that the current rate for Non-Executive Directors was broadly in line with the NHS Improvement and NHS England rate. They recommended the rate of £13,584 per annum for Non-Executive Directors was frozen and not uplifted until such time as the NHS Improvement and NHS England rate exceeded it. The Nominations Committee proposed all new appointments, and any re-appointments continue to be appointed on the frozen rate of £13,584 per annum.

There are two current Non-Executive Director roles which attract an additional supplement of £2,000 per annum and these are Deputy Chair/ and Chair of the Audit Committee. The recommendation of the Nominations Committee is that on either re-appointment or a new appointment, the supplement should continue to be £2,000 per annum to align with NHS Improvement and NHS England's recommendation.

The Chair's current remuneration is £47,100 per annum which is the second point on the Trust's incremental scale. Progression up the scale is determined by the Members Council based on the annual appraisal. The recommended rates and guidance from NHS England and Improvement has not changed since 2019 as their guidance gave a trajectory of pay rates up to April 2022. The current remuneration for the Chair and Non-Executive Directors remains aligned to the recommendations.

It is proposed by the Nominations Committee that the remuneration levels remain as previously agreed and is reviewed again in April 2023.

The Chair's remuneration and progression up the scale will be determined by the Members Council based on her annual appraisal.

Should there be any changes to NHSEI recommendation remuneration levels prior to this time this would be reviewed in accordance with any new recommendations.

JL asked members' council whether they supported this decision.

TW asked whether pro rata is clarified when figures are put in reports. JL said this has been noted. The governors agreed with the plan.

It was RESOLVED to APPROVE the review of the Chair and Non Executive Directors remuneration.

MC/22/38 8.3 Assurance from Members' Council groups and Nominations Committee including:

8.3.1 Members' Council Co-ordination Group annual report 2021/22 including update to the Terms of Reference

8.3.2 Members' Council Quality Group annual report 2021/22 including update to the Terms of Reference

**8.3.3 Nominations Committee annual report 2021/22 update to the Terms of Reference
(agenda item 8)**

MBu asked whether any governors had to raise any issues regarding this section.

MF said we have split the role of the Deputy Chair and Senior Independent Director. MF said MG is attending members' council coordination group, he asked whether that role should be Senior Independent Director attending the members council coordination group. Agreed to discuss this.

Action: AL said he will arrange a meeting to discuss this.

BC said in the nominations committee terms of reference, he believes the Associate Non Executive Directors will be under the care of the nominations committee, he said in the terms of reference there is no mention of this. He said in section b and section f there should be reference to this. AL said we can make this amendment.

Action: AL to review the amends to the nominations committee terms of reference

It was RESOLVED to RECEIVE and APPROVE the annual report including terms of reference from the Members' Council Co-ordination Group, Members' Council Quality Group and Nominations' Committee.

MC/22/39 8.4 Review of Audit Committee terms of reference (agenda item 8)

MF provided an update on the terms of reference for the audit committee, he explained there is one change on page 5 of the paper, which is an inclusion of health and safety and emergency response and business continuity. MF said he provides assurance that the terms of reference are reviewed at Audit Committee and at present there are both external and internal audit and they give approval that we have terms of reference that are best practice with good governance standards.

It was RESOLVED to NOTE the updates to the Terms of Reference for the Audit Committee.

MC/22/40 8.5. Members' council elections (agenda item 8)

AL said on the first page there is a typing error, executive summary, public Barnsley, two nominations received, this was a typing error, there was one nomination received, and there is one vacancy in Barnsley.

are a number of vacancies (8 in total) and they have spoken to JL about this. AL said in the voting results, the numbers of votes cast against how many eligible voters and the numbers are very low. He explained there will be some engagement work with Dawn Pearson and Julie Williams to the broader membership and this has been paused during covid but we are keen to reengage with the membership to have better return on the votes.

MBu asked whether we can look at how we can be a public governor and a member of staff, and if we can review our constitution. We will also look at how often we advertise for governors. MBu said we will also look at how we promote this.

BC enquired about elected governors being members of staff, he said they wouldn't be able to vote for themselves. MBu said we will look at the constitution. AL said we need to consider what changes the ICS system will bring when localities move into place based systems and the election rules are strict.

LH spoke about her own experiences in applying as a staff governor. She said she has been speaking to her colleagues about recruiting for governors, such as filling the nursing governor vacancy.

It was RESOLVED to receive an update to the Members' Council elections.

MC/22/41 Workforce and workforce planning (agenda item 9)

Presentation by LJ and GM.

GM introduced himself as Chief People Officer. Key highlights (see power point presentation)

A great place to work – Feeling Safe Recruit more staff
A great place to work – Keep fit and well – retention
A great place to work – supportive teams
A great place to work – developing my potential
A great place to work – your voice counts
A great place to work – ongoing challenges³¹

KSC explained that in his constituency of Barnsley people are not favourable towards SWYPFT because there are services closing down such as Mount Vernon and Broadway respite centre. MBu said we understand there is history and services working in Barnsley are doing well and recruitment in Barnsley is good.

BC asked about the careers website, LJ said we will send them a link once this is done.

GE thanked LJ and GM for the presentation as they demonstrated there is a lot of good work going on. GE asked what the opportunities and threats in relation to ICS. LJ said we are working through this and is evolving; the Trust is connected into our places and from a workforce perspective.

JL asked about the work leadership programme, what level were the managers, JL said we are looking at 8a and above and we may broaden this to other managers, we are looking at 111 managers and then broaden this out to other leaders at all levels. We will be working through a phased approach. JL said this is welcoming and retention is about good management. JL asked about ensuring appraisal is done and also ensuring exit interviews are done rather than leaving it to an electronic system. GM said we are allowing more time for conversation with appraisals and it is about the quality of the appraisals rather than lots of paperwork.

AJh said there are issues in relation to bank staff and are not necessarily working on the ward they pick to work the shift. He said some staff may not book shifts if they fear they will be moved to work on a different ward. AJhSerneity asked whether governors could see what was said on the exit questionnaire.

Action: LJ to share information from the exit questionnaire with governors.

It was RESOLVED to RECEIVE the presentation for workforce and workforce planning.

MC/22/42 9.1 Integrated performance report (information only) (agenda item 9)

MBu explained to the governors that this IPR will be presented at the next members' council meeting.

TW shared with the governors that he has attended the governor IPR course and it was very helpful.

It was RESOLVED to RECEIVE the integrated performance report.

MC/22/43 Any other Business (agenda item 10)

MBu said as a future agenda item we can look at presentations by staff members and longer time period for discussion and level of assurance as she felt the non executive contribution has been excellent today.

MBu said she is happy to speak to governors on a one to one basis which can be arranged by contacting her PA, Gemma Lockwood.

It was RESOLVED to NOTE any other business.

MC/22/44 Closing remarks, work programme and future meetings (agenda item 11)

AL said the work programme has been to the coordination group and due to the amount of time on discussion items this meant a reduction on time on other items, such as the IPR. The IPR has been scheduled for a full presentation at the next members' council meeting.

Action: AL asked for feedback on the work programme

JL this has been a good meeting and we have had good conversations. JL commended AL on the work programme.

**Date of next Members' Council meeting is:
16 August 2022, 9.00 – 12.00**

Members' Council meetings 2022/23:

15 November 2022 (including the annual Joint Trust Board and Member's Council meeting)

14 February 2023

It was RESOLVED to RECEIVE the work programme for 2022/23

DRAFT