

MINUTES OF THE COUNCIL OF GOVERNORS MEETING
HELD ON TUESDAY 3 SEPTEMBER 2019, FROM 2.00 – 4.30
CONFERENCE ROOMS A & B, RESEARCH & DEVELOPMENT CENTRE,
KINGSWAY HOSPITAL SITE, DERBY, DE22 3LZ

PRESENT	Caroline Maley John Morrissey Lynda Langley Arian Rimington Moira Kerr Christine Williamson Bob MacDonald Shirish Patel Christopher Williams Kevin Richards Tony Longbone April Saunders Jo Foster Al Munnien Jim Perkins Angela Kerry Roger Kerry	Trust Chair and Chair of Council of Governors Public Governor, Amber Valley Public Governor, Chesterfield Public Governor, Chesterfield Public Governor, Derby City West Public Governor, Derby City West Public Governor, Derby City East Public Governor, Erewash Public Governor, Erewash Public Governor, South Derbyshire Staff Governor, Admin & Allied Support Staff Staff Governor, Allied Professions Staff Governor, Nursing Staff Governor, Nursing Appointed Governor, Derbyshire County Council Appointed Governor, Derbyshire Mental Health Forum Appointed Governor, Derbyshire Voluntary Action
IN ATTENDANCE	Ifti Majid Margaret Gildea Geoff Lewins Julia Tabreham Anne Wright Suzanne Overton - Edwards Perminder Heer Leida Roome Denise Baxendale Hassan Hajat Kath Lane Andrew Beaumont Elaine Jackson Marie Parsons	Chief Executive Non-Executive Director & Senior Independent Director Non-Executive Director Non-Executive Director Non-Executive Director Interim Non-Executive Director (item 074 onwards) NeXT Director Placement Personal Assistant – note taker Membership and Involvement Manager Pharmacist Prescriber (shadowing Caroline Maley) Deputy Director of Operations (item 077 only) Trust Member Trust Member Assistant to Moira Kerr
APOLOGIES	Rosemary Farkas Julie Lowe Rob Poole Carol Sheriff Kelly Sims Farina Tahira Roy Webb Wendy Wesson Gemma Stacey Justine Fitzjohn Richard Wright	Public Governor, Surrounding Areas Public Governor, Derby City East Public Governor, Bolsover & North East Derbyshire Public Governor, High Peak & Derbyshire Dales Staff Governor, Admin & Allied Support Staff Staff Governor, Medical and Dental Appointed Governor, Derby City Council Appointed Governor, University of Derby Appointed Governor, University of Nottingham Trust Secretary Deputy Chair & Non-Executive Director

ITEM	<u>ITEM</u>
DHCFT/GOV /2019/068	<u>WELCOME, INTRODUCTIONS, CHAIR'S OPENING REMARKS, APOLOGIES FOR ABSENCE & DECLARATION OF INTERESTS</u> Caroline Maley welcomed all to the meeting and was pleased to see so many

	<p>governors present for both the Board meeting earlier today and the Council of Governors meeting.</p> <p>A warm welcome was extended to Perminder Heer, who has joined the Trust on placement under the NHS Improvement NExT Director Development Scheme, which aims to provide experience for individuals wishing to take on NHS Non-Executive Director roles. Caroline also welcomed Hassan Hajat, Pharmacist Prescriber, who was shadowing her for this meeting.</p> <p>Following discussions at the earlier Board meeting, Caroline passed on the thanks of the Board to Denise Baxendale for her work with governors.</p> <p>Apologies were noted as above. No declarations of interest were received.</p>
<p>DHCFT/GOV /2019/069</p>	<p><u>SUBMITTED QUESTIONS FROM MEMBERS OF THE PUBLIC</u></p> <p>No questions from the public have been received.</p>
<p>DHCFT/GOV /2019/070</p>	<p><u>MINUTES OF THE PREVIOUS MEETINGS</u></p> <p>The minutes of the previous meeting held on 2 July 2019 were accepted as a correct record with the following amendments:</p> <p>Page 7 – item South Liaison Team – the term ‘repeat offenders’ to be replaced with ‘frequent attenders’.</p> <p>Page 10 – Any Other Business: The Eating Disorders event was organised by First Steps and not Amanda Solloway as noted.</p> <p>The minutes of the extraordinary meeting on the 6 August 2019 were accepted as a correct record.</p>
<p>DHCFT/GOV /2019/071</p>	<p><u>MATTERS ARISING & ACTION MATRIX</u></p> <p>All completed ‘green’ actions were scrutinised to ensure that they were fully complete. The Council of Governors agreed to close completed actions. Comments were made as follows:</p> <p>Item DHCFT/GOV/2019/053 – the response to the question from the member of the public will be uploaded onto the Trust’s website with the ratified Council of Governors meeting minutes held on 2 July.</p> <p>Item DHCFT/GOV/2019/065 – Angela Kerry reported that an inaugural meeting of a City Development Group has been scheduled for 12 September. The meeting is being hosted by the Trust, and issues will be fed through to Commissioners. Concern was raised by Moira Kerr that due to funding issues the Mental Health Action Group (MHAG) will not be able to continue to function. Roger Kerry commented that MHAG had been involved in many issues and he noted that the Trust had established an EQUAL forum which he hoped would cover areas previously discussed at MHAG. Ifti Majid added that funding cuts had impacted a lot of groups, both locally and nationally. Governors requested a further update for the next meeting.</p> <p>Action: Update on item DHCFT/GOV/2019/065 to be given at next meeting.</p> <p>Matters arising:</p> <p>DHCFT/GOV/2019/060: Integrated Performance Report Summary – Moira Kerr congratulated the Trust on their phased return to work plan, which should result in better care for staff. Moira sought assurance that patients are informed if their regular CPN/Consultant is absent and are made aware of any covering arrangements. Ifti Majid assured Moira that this is common practice.</p> <p>DHCFT/GOV/2019/061: South Liaison Team – Moira Kerr queried the response</p>

	<p>time to the Emergency Department of one hour.</p> <p>Action: Response time of one hour to be queried and a response to be provided to Moira Kerr.</p> <p>RESOLVED: The Council of Governors</p> <ol style="list-style-type: none"> 1) Noted the comments and the actions agreed on the Actions Matrix 2) Noted the matters arising and the actions agreed.
<p>DHCFT/GOV /2019/072</p>	<p><u>VERBAL UPDATE ON JOINED UP CARE DERBYSHIRE – INCLUDING THE IMPACT OF THE LONG TERM NHS PLAN</u></p> <p>Ifti Majid gave a verbal update on the latest activities within Joined Up Care Derbyshire (JUCD). He referred Governors to the full details within his Chief Executive’s report to the Public Board, which had been enclosed with the Council of Governors papers.</p> <p>A number of points were highlighted:</p> <ul style="list-style-type: none"> • The integration project is moving forward in an inclusive way. The revised Long Term Plan will be presented at the Board meeting in October. • The Integrated Care System (ICS) should see the expected outcomes agreed and add value as one system rather than as five individual organisations in which to deliver a package of care. The current PLACE system is likely to be developed into Primary Care Networks (PCN’s), which link into local populations. The Regulators NHS Improvement (NHSI) and NHS England are working with the partnership to develop the PCN’s. • What does the organisation development mean for the Council of Governors though? Ifti explained that currently governors hold a guardianship role for the Trust. However, going forward it is likely that this will transfer into a role across the system to ensure that services are maintained. <p>John Morrissey referred to the ICS and asked how Trust governors and Non-Executive Directors will stay within their legal boundaries. John also commented that the public do not seem fully engaged, and it is unclear how this will be addressed.</p> <p>Caroline Maley advised that the JUCD have arranged an event in Matlock on 13 September, which is the start of wider engagement with the public. (This item will be further explained under Any Other Business.) Caroline also explained that the JUCD have established a Citizen’s Panel to further engage with the public.</p> <p>Moira Kerr referred to the local PCN’s which are being managed by GP’s and asked how we can ensure that these will not be taken over by the private sector. Ifti Majid indicated that this has been recognised as a risk both locally and nationally. Ifti explained that GP practices are under pressure but more money will be provided to the PCN’s. Ifti also indicated that as a secondary organisation the ICS would need to support the PCN’s in terms of back office functions.</p> <p>Moira Kerr asked if discussions have taken place regarding the difficulty in recruiting new GPs, following GP retirements, and the impact this could have on ensuring there is adequate cover for the PCN’s. Ifti explained that a new GP Strategy is in place to address these issues and various incentives are being discussed to make the roles more appealing.</p> <p>RESOLVED: The Council of Governors noted the update provided on the JUCD and the Long Term NHS Plan.</p>
<p>DHCFT/GOV /2019/073</p>	<p><u>REPORT FROM THE GOVERNORS’ NOMINATIONS AND REMUNERATION COMMITTEE MEETING – 12 JULY 2019 AND 8 AUGUST 2019</u></p> <p><i>Suzanne Overton –Edwards left the meeting for this item.</i></p>

Governors noted that the Governors' Nominations and Remuneration Committee has met twice, on 12 July and 8 August 2019. Both meetings were connected to the recruitment process for the Non-Executive Director (clinical background) and meeting on 12 July also considered the proposal for a sixth Non-Executive Director on the Board, a proposal for a temporary Non-Executive Director and the transfer of the Deputy Chair Role. The Council of Governors at its extraordinary meeting of 6 August 2019 approved the principle of a temporary appointment and the transfer of the Deputy Chair role.

Appointment of the Non-Executive Director (clinical background)

Governors received a summary of the recruitment process for the Non-Executive Director (clinical background), noting compliance with all applicable law and advice. The summary included how the proposed candidate had met the criteria and confirmed that the proposed appointee has the right qualities to meet the job description. Caroline Maley conveyed her appreciation for the support provided by the Focus Groups and the Interview Panel.

The Nominations and Remuneration Committee recommended to the Council of Governors to approve the appointment of Dr Sheila Newport as the Non-Executive Director (clinical background) on a three year term, with an annual fee of £12,638.00 on the expiry of Dr Anne Wright's term of office (11 January 2020). An earlier start date of 1 December has been discussed with Dr Newport in order to have a handover period with Dr Anne Wright.

Moira Kerr asked for it to be noted that she felt that the month of August was not a good time to undertake interviews with a view to candidates being on holiday. Caroline Maley noted Moira's comments and explained that three candidates were originally invited for interview, the third candidate withdrew and therefore only two people were interviewed. All appointments are subject to satisfactory completion of references.

Sixth Non-Executive Director

The Council of Governors received an update on the recruitment of the sixth Non-Executive Director and was also recommended by the Nominations and Remuneration Committee to approve the temporary appointment of Suzanne Overton-Edwards as a Non-Executive Director on a pro-rata annual fee of £12,638.00. The appointment would be up until 31 December 2019 in line with the proposed recruitment timeline for the sixth Non-Executive Director.

Deputy Chair

Caroline confirmed that Richard Wright took up the Deputy Chair role in August and thanks were extended to Julia Tabreham for her previous work in this role.

RESOLVED: The Council of Governors:

- 1) Approved the appointment of Dr Sheila Newport as Non-Executive Director of the Trust Board at an annual fee of £12,638 for a three year term commencing on the expiry of Dr Anne Wright's term of office (currently 11 January 2020), noting an earlier start date of 1 December 2019 to act in 'shadow form' to allow for handover.**
- 2) Noted the update and timeline for the recruitment of the sixth Non-Executive Director**
- 3) Approved the temporary appointment of Suzanne Overton-Edwards as Non-Executive Director of the Trust Board up until 31 December 2019 on a pro-rata annual fee of £12,638.**
- 4) Noted that all appointments to the Trust Board are subject to satisfactory completion of the Fit and Proper Persons Tests.**

Upon approval, Caroline Maley invited Suzanne Overton-Edwards to re-join the

	<p><i>meeting.</i></p>
<p>DHCFT/GOV /2019/074</p>	<p><u>NON-EXECUTIVE DIRECTOR – DEEP DIVE – SAFEGUARDING AND MENTAL HEALTH ACT COMMITTEE AND JUCD MENTAL HEALTH WORKSTREAM</u></p> <p>Anne Wright provided a Deep Dive report into her role as Chair of the Safeguarding Committee and Chair of the Mental Health Act Committee, also her involvement in Joined Up Care Derbyshire and as a member of the Audit and Risk Committee and the Quality Committee. Anne is also the “Learning from Deaths” Non-Executive Director.</p> <p><i>Mental Health Act Committee</i></p> <p>Anne outlined her involvement with Associated Hospital Managers (AHMs). ASM’s attend the Tribunal hearings and have a three yearly review process. Following a recent recruitment process seven new ASM’s have been appointed; some of these have experience but all will receive training. Reviews of ASM’s managers carried out to date have been positive; feedback has been received and actions noted. A further two managers are yet to have a review and will not be involved in Tribunals until this has taken place.</p> <p>Training has been planned for 6 September 2019 to ensure that ASM’s are aware of legal updates – Non-Executive Directors are also involved in this event.</p> <p>It was noted that the review of the Mental Health Capacity Act has been undertaken and it is envisaged that the revised Act will come into force in October 2020. The revised Act will have implications for the Trust, as Deprivation of Liberty (DOLS) is being replaced by Liberty Protection Safeguards. It is likely that Trust Clinicians will be responsible for Liberty Protection Safeguards and will need to undertake training for this. The Trust’s Medical Director, John Sykes is leading on this. It may also be that in the future ASM’s will not attend Tribunals but a decision has not been made. Compliance for training is up-to-date and therefore the risk on the Board Assurance Framework has been reduced to reflect this.</p> <p><i>Safeguarding Committee:</i></p> <p>Anne reported that a review of the Safeguarding Committee has been undertaken in order to make the best use of clinicians’ time. The proposal is to rename the Quality Committee to the Quality Committee and Safeguarding Committee and every quarter, one hour of time will be dedicated specifically to safeguarding. A plan has been put in place for Level 3 Safeguarding training for the next three months. Governors noted there is continued increase in activity in safeguarding, putting pressure on resources.</p> <p><i>Mental Health Strategy Board (via Joined Up Care Derbyshire)</i></p> <p>Anne is also involved in the Mental Health Strategy Board, ideas coming from the Board have included establishing a Wellness Hub in order to support hard to reach people to get the appropriate support e.g. communities such as Roma, homeless people etc. The Trust is also trying to reduce out of area admissions, not only are these very expensive but they are not the best place for service users; caring for people within their own community is more beneficial and will reduce admissions as well as length of stay. A dementia and delirium work stream is also in place.</p> <p>Regarding homeless people, Adrian Rimington commented that 25% suffer from mental health illness. Adrian expressed concern that funding has been reduced by 50% against a backdrop of increased demand. Anne Wright commented that funding should be moved to the right pathway, and more funding needs to be moved into earlier intervention.</p> <p>Roger Kerry referred to the new arrangement for DOLS and asked if the Trust is concerned that the County Council will not be involved. Ifti Majid explained that a separate team will need to be established to ensure that independence is</p>

maintained from the care providers. Further clarity is required and the Trust's Medical Director is investigating further.

Caroline Maley thanked Anne Wright for her comprehensive presentation. Caroline confirmed that John MacDonald has been appointed as the Independent Chair for JUCD. This should lead to a better direction of travel in improving patient care, and the existing structure needs to be reviewed. It is envisaged that Non-Executive Directors will be aligned to specific work streams, and will need to be in a position where they can manage risk and obtain assurance for the Trust.

RESOLVED: The Council of Governors noted the information provided by the Non-Executive Director in the Deep Dive.

**DHCFT/GOV
/2019/075**

INTEGRATED PERFORMANCE REPORT SUMMARY

The Integrated Performance Report 2019/20 was presented to the Council of Governors. The focus of the report was on workforce, finance, operational delivery and quality performance.

Geoff Lewins referred to the new format of the report and specifically drew attention to the control charts and in particular how to interpret them. Trends can be discerned on the relevant charts and an upper and lower control level are also included. For future reports more narrative, which comprise the key messages, will be included.

Finance is currently tracking on target but attention was drawn to the Cost Improvement Plan (CIP) scheme, and the Out of Area budget which is an on-going issue and is overspent.

Moira Kerr sought assurance that the Trust will not prevent specialist out of area care if required by service users. In response Geoff Lewins confirmed that the Trust did not provide all services in Derbyshire so will refer when necessary. For example the Trust has no specific eating disorder beds, nor a psychiatric intensive care unit (PICU).

April Saunders asked if the data could be broken down to help identify areas where out of area care could be reduced. Geoff Lewins explained that there is a lot of work and projects being carried out on this and that earlier intervention is crucial to keep patients well in the community, which may lead to fewer admissions, reducing the need for out of area care. Geoff referred to the Trust's plan to move towards single rooms which may impact on availability of beds.

Margaret Gildea covered the information on workforce adding that performance on annual appraisals had been discussed in the earlier Board meeting and further work is ongoing to ensure that training for supervision and appraisals continues.

Governors noted that Non-Executive Directors had visited wards at the Hartington Unit and the Radbourne Unit on the 7 August and were encouraged by the steps taken to improve services, particularly in staff training.

Concerning sickness absence, Margaret Gildea confirmed that the Trust has invested in a new wellbeing service 'Resolve' which is available to all staff and included access to counselling services.

Data from the Pulse Check showed an increase in staff recommending the Trust as a great place to work to family and friends has increased. However the Family and Friends question for staff to recommend whether they wish their family and friends to be cared for by the Trust has decreased. As a result of a Deep Dive, the question will be amended to include "if they were living in Derbyshire" as it was felt that a number of staff could not respond with a "yes" to this question as their relations do not live in Derbyshire. With reference to the new control charts Margaret suggested that governors have a training session in the next meeting in

	<p>order to gain an understanding of how to read these charts.</p> <p>Action: Training session for next agenda Council of Governors meeting.</p> <p>RESOLVED: The Council of Governors</p> <ol style="list-style-type: none"> 1) Noted the information contained in the Integrated Performance Report 2) Agreed that the Non-Executive Directors have held the Executive Directors to account through their role.
<p>DHCFT/GOV /2019/076</p>	<p><u>ESCALATION OF ITEMS TO THE COUNCIL OF GOVERNORS</u></p> <p>No items of escalation were received.</p>
<p>DHCFT/GOV /2019/077</p>	<p><u>REVIEW ON WAITING LISTS</u></p> <p>Kath Lane, Deputy Director of Operations, attended the meeting at 3.30 pm to present the review on waiting lists.</p> <p>The paper provided detailed information on the waiting lists for Paediatrics, Autism Spectrum Disorder (ASD), Children and Adolescent Mental Health Services (CAMHS), Psychology and Adult Care Coordination.</p> <p>The following issues were highlighted to Governors:</p> <p><i>CAMHS</i> – staffing difficulties have been experienced and medical staffing to support ASIST is being reviewed as part of the medical staffing review. Pro-active booking methods are now in place.</p> <p><i>Community Paediatrics</i> – neurodevelopmental referrals are on the increase. Measures are in place to deal with the increase and included the appointment of a Neuro Developmental Co-ordinator in September 2018, whose responsibilities include processing referrals, streamlining and gathering clinical information pre-appointment.</p> <p><i>Autism Spectrum Disorder</i> – since 2017 there has been an increase in demand for this. Discussions are ongoing with Commissioners to request additional funding to meet the levels of demand.</p> <p><i>Adult Care Coordination</i> – process of how the Trust manages waiting lists for Adult Mental Health. Service users waiting for an appointment are given clear advice on whom to contact if their health deteriorates. Other agencies also have mechanisms in place to support services users and the wait list is scrutinised on a daily basis and, depending on the risk the waiting list, is re-prioritised. Entry to the listing is also monitored. The aim of the Trust is to prevent attendance to Accident and Emergency and referrals to Crisis Team. A waiting list cleanse is also underway.</p> <p>In response to a question from Moira Kerr about waiting lists for Derby City, Kath Lane gave some more detail.</p> <p>Adrian Rimington asked why CAMHS services in Chesterfield did not respond to the attempted suicide of a young person despite being contacted. In response Ifti Majid advised that unfortunately he would be unable to provide any detail on this case as the CAMHS service in the North of the county is not run by the Trust but is being provided by the Chesterfield Royal.</p> <p>Regarding waiting lists, Angela Kerry referred to a pilot scheme in Killamarsh which is really effective. Angela explained that to help keep people well, they are signposted while on the waiting list to the Peer Support and Recovery Service, and in some cases issues have been addressed and the services are not then required. However Angela explained this was not offered consistently across the county i.e. letters provided by some services/departments to service users on the waiting list do not include signposting to other agencies. Kath Lane noted the information provided and would investigate.</p>

	<p>Shirish Patel sought clarification on the term DBT. Kath explained that this stands for Dialectical Behavioural Therapy and is direct therapy for people diagnosed with Personality Disorder. The Trust is in the process of expanding this service to prevent hospital admissions.</p> <p>Moira Kerr asked for an update on the psychological therapies services. Ifti Majid explained that the consultation by Commissioners was stopped. A review of all therapies in the round will be undertaken by Joined Up Care Derbyshire and an independent chair will be appointed for this review. Kath Lane advised that a psychological strategy is being developed internally to minimise waits across all areas. Kath also confirmed that the Trust is currently recruiting new psychology posts in hospital and the community and are also recruiting to the psychodynamic service. Kevin Richards asked how long the data cleanse will take and Kath Lane advised that this is likely to be completed in three months. Kevin Richards requested an update to the Council of Governors on 7 January 2020.</p> <p>Action: Waiting lists update agenda item for January 2020 meeting.</p> <p>RESOLVED: The Council of Governors</p> <ol style="list-style-type: none"> 1) Noted the update provided on Waiting Lists 2) Requested a further update in January 2020.
<p>DHCFT/GOV 2019/078</p>	<p><u>REPORT FROM THE GOVERNANCE COMMITTEE</u></p> <p>The Council of Governors received the report from the Governance Committee meeting which took place on 6 August 2019. Of note were the following items:</p> <ul style="list-style-type: none"> • Governors are encouraged to get involved in engagement events as it is an opportunity for governors to get to know their constituents. Governors are keen to be involved in World Mental Health Day on 10 October • Feedback from Governor Engagement Activities – governors are reminded to complete the governor engagement template • Annual Members Meeting – governors were asked to actively promote the AMM within their respective areas • Governor elections – elections for the vacancies in Derby City West and Erewash will close on 26 September. Results will be declared at the end of September. The next elections will be held in October for vacancies in Amber Valley, Bolsover and North East Derbyshire, Derby City West, High Peak and Derbyshire Dales, South Derbyshire and Admin and Allied Support Staff. <p>RESOLVED: The Council of Governors noted the information provided in the Governance Committee Report.</p>
<p>DHCFT/GOV 2019/079</p>	<p><u>ANNUAL MEMBERS' MEETING – UPDATE</u></p> <p>A group of governors, led by Angela Kerry and April Saunders have been planning a governor stall. The group is devising a members survey which when completed will be entered into a drawer. Sainsbury's has provided a £20 voucher for the drawer and governors are donating fruit.</p> <p>Caroline Maley reminded governors of the importance of attending the Annual Members' meeting on 11 September. The market place is from 2.30-4pm followed by the formal meeting from 4-6pm. Governors are asked to confirm their attendance with Denise Baxendale.</p> <p>RESOLVED: The Council of Governors noted the progress made on the preparations for the Annual Members' meeting.</p>
<p>DHCFT/GOV /2019/080</p>	<p><u>ANY OTHER BUSINESS</u></p> <p>The following was raised:</p> <ul style="list-style-type: none"> • <i>Governors' Annual Effectiveness survey</i> – to date 18 governors have

	<p>completed the survey. Denise Baxendale encouraged all governors complete the survey by 20 September 2019, the results of which will be presented to the Governance Committee in October.</p> <ul style="list-style-type: none"> • JUCD Engagement event – Caroline Maley referred to the JUCD engagement event, which she will attend with Ifti Majid on the 13 September. The event is being held at the Whitworth Centre, Matlock and begins at 9am. JUCD have reserved three places at the event for governors – Kevin Richards, Moira Kerry and Lynda Langley agreed to attend. • Care Quality Commission (CQC) update – the PIR (provider information request) has been received which is the start of the process. Ifti Majid advised that unannounced visits to wards and community bases are likely to take place in November. A campaign has been launched to celebrate all of the really positive work and improvements by staff. Caroline Maley explained that CQC have requested a meeting with governors, and suggested that this could take place prior to the Council of Governors meeting on the 5 November 2019 i.e. from 11.30 to 13.00 that day. This was agreed and will be promoted to all governors via Governor Connect. It was noted that CQC will be attending the next Council of Governors meeting on 5 November 2019. Action: CQC governor focus group to be promoted in Governor Connect. • Benefits training – Adrian Rimington requested that all staff should receive training on benefits so that they are able to advise service users accordingly. Ifti Majid explained that this was not possible; benefits information is a very specialist subject. However teams/wards can signpost to relevant organisations such as the Citizen’s Advice Bureau. Kevin Richards commented that specific training for benefits could take up to five years and reiterated that service users should be signposted to specialist services. Jo Foster asked for it to be noted that Morton Ward regular hosts the Citizen’s Advice Bureau on their ward and that information is also available in the Reception Area at the Hartington Unit. Moira Kerr suggested that one person per ward could be trained, however the Trust view is that signposting is the correct course of action as relevant and up to date specialist information can then be obtained.
<p>DHCFT/GOV /2019/081</p>	<p><u>REVIEW OF THE MEETING EFFECTIVENESS AND FOLLOWING THE PRINCIPLES OF THE CODE OF CONDUCT</u></p> <p>The following comments were made:</p> <ul style="list-style-type: none"> - Agenda timings slipped slightly during the meeting but came back on time - The Code of Conduct was adhered to during the meeting.
<p>DHCFT/GOV /2019/082</p>	<p><u>CLOSE OF MEETING</u></p> <p>Caroline Maley thanked all those present for their input and attendance and closed the meeting at 16.25 hours.</p>