

**ANNUAL GENERAL MEETING
& HEALTH INFORMATION MARKET**
of County Durham and Darlington NHS Foundation Trust
on Thursday 26 October 2023
at Prospect House, Aykley Heads, Durham

This meeting and event is open to Trust members, the general public and Trust staff. Tickets required for entry

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|--------------------------------|--|
| 4:30pm | Annual General Meeting Registration |
| 4:30pm To 5:30pm | ➤ Before taking your seat in the meeting room, please ensure you have signed in. |
| 4:30pm | Health Information Market |
| 4:30pm to 5:30pm | Library, Clinical Skills Rooms ➤ Feel free to browse at your leisure, our health market place filled with stalls with useful health information and speak to our staff to find out more about some of the services we provide. |
| 5:15pm | Tea / Coffee |
| Open 5:15pm to 5:45pm | Break Area |
| 5:45pm | Annual General Meeting |
| 5:45pm to 7:30pm | Rooms 5, 6 & 7 (upstairs) ➤ During the meeting there will be a public question time item, where members of the public (and staff) have an opportunity to raise questions. Radio microphones will be used for this item. If you would like to ask a question, please wait until a member of our team has handed a microphone to you. |

| Item No | Title of Item | Presented by / Status | | |
|---------|--|--|--------------|----------|
| Item 1 | Welcome and Apologies for Absence – Welcome from Professor Richard Scothton, Trust Chairman | Prof Scothton | Verbal | For Info |
| Item 2 | Declarations of Interest – Any attendee who is aware of a private or personal conflict of interest relating to any item on the agenda will be required to disclose it at this stage or when the conflict arises during consideration of the item. | | | |
| Item 3 | Minutes & Matters Arising - From the previous AGM held on Wednesday 22 November 2022, Education Centre, DMH | Prof Scothton | Attached | To Agree |
| Item 4 | Chairman’s Opening Remarks | Prof Scothton | Verbal | For Info |
| Item 5 | Chief Executive’s Review 2022/2023 and the Year Ahead – Presented by Sue Jacques, Trust Chief Executive | S Jacques | Presentation | For Info |
| Item 6 | Presentation of the Annual Report and Accounts 2022/2023 <ul style="list-style-type: none"> ➤ Quality Accounts 2022/23 – Presented by Noel Scanlon, Executive Director of Nursing ➤ Financial Accounts 2022/23 – Presented by David Brown, Executive Director of Finance ➤ Performance in 2022/23 – Presented by Sue Jacques, Trust Chief Executive ➤ Council of Governors and Membership – Presented by Warren Edge, Trust Secretary with an update from; Frank White, Lead Governor | N Scanlon D Brown S Jacques W Edge F White | Presentation | For info |
| Item 7 | <p>PUBLIC QUESTION TIME</p> <p>The Chairman will invite Board members to answer questions received in advance of the meeting from members of the public. Follow up and further questions will be taken on the evening of the meeting and answered where possible. In the event that there is insufficient time to answer all questions, responses to the outstanding questions will be published on our website within one week of the meeting.</p> <p>[*NOTE: Members of the public (and staff) are encouraged to raise questions during the public question time on matters relating to the Trust, its hospitals and services. Matters concerning individual cases, including any cases involving family and friends are not able to be discussed at the AGM but our Patient Experience Team can ensure that any issues of this nature are raised appropriately and receive a full and detailed response. The Trust values such feedback and the opportunity to respond to it. The Patient Experience Team will be attending the AGM and details of the team can be found on our website through the following link: CLICK HERE.]</p> | | | |
| Item 8 | Any Other Business | Prof Scothton | Verbal | For Info |
| Item 9 | Chairman’s Closing Remarks | Prof Scothton | Verbal | For Info |
| Item 10 | <p>Meetings Held in Public Announcements:</p> <ul style="list-style-type: none"> ➤ Council of Governors Meeting – Wednesday 13 December 2023 ➤ Trust Board - Wednesday 29 November 2023 <p>(Please note public are only able to attend or observe the above meetings virtually. Details on how to do so as well as the latest meeting dates are available on our website www.cddft.nhs.uk)</p> | | | |