**National Dignity Council**

**Minutes of Annual General Meeting**

**Held 19th September 2019**

**At the Offices of Skills for Care London**

Present:- Jan Burns MBE Chair

Rekha Elaswarapu

Jane Finnerty

Apologies: Susan Brand

Alan Clark MBE

Clare Copleston

In attendance: Liz Taylor

Roisin Burton

Jan Burns MBE extended a welcome to all those present, especially Roisin Burton.

Conflict of Interest

On advice from the Chair Liz declared a potential conflict of interest in the finance section of the meeting.

Minutes of 2018 AGM

 There was one typographical error in the open part of the meeting. This was amended and the minutes were agreed as accurate and signed by the Chair.

Jan Burns MBE expressed the meetings thanks to Liz for preparing them.

Matters Arising

 In response to a question from Rekha Elaswarapu the meeting was informed that for a number of reasons the presentation had not in fact been made to the 100.000th champion. The meeting expressed sadness that the matter had not been brought to a satisfactory conclusion.

Annual report

 Jan Burns MBE expressed the thanks of the Council to Liz Taylor for pulling the report together.

 The meeting noted that there has been a lot of activity throughout the year. There is a lot going on both from local champions as well as amongst Trustees, and the Campaign continues to gain momentum and strength. There are currently in excess of 133,000 champions.

Jan Burns MBE commented that there are some distinct possibilities for the future in terms of collaborative working; for example, CQC, and the joint Vlog, coming in October. NICE also want to do something around Dignity and Quality Matters, and are discussing a video- using the Dignity is Everybody’s Business strapline but focusing on the key words of Kindness, Respect and Compassion. The meeting noted that these items could then be used more broadly to spread the word more broadly across the sector. Roisin Burton commented that it is very important to take a global, organisation wide approach, and to assist people in thinking about how they behave in all the various roles they occupy. Rekha Elaswarapu suggested that the report was ideal to send to some high profile people, for e.g. Sally Greengross, Joan Bakewell, and agreed to do that; Jan Burns MBE stated that if it was sent to the Quality Matters Board that would mean it would be circulated very widely.

 With two minor amendments the report was accepted by the meeting. *Proposed Jan Burns, seconded Jane Finnerty*

Accounts

 The accounts had been prepared by the outgoing Treasurer and were presented by the incoming Treasurer. It was noted that some of the costs for badges in 17-18 had been shown in the 18-19 accounts.

The accounts were accepted by the meeting *Proposed* *Rekha Elaswarapu and seconded by Jane Finnerty*.

 Liz Taylor was asked to leave the meeting, the Trustees in her absence agreed an honorarium to recognise her input and stated that hopefully it will be possible to review the situation next year and make it more formal next year.

Appointment of Trustees.

 Roisin Burton was appointed as a Trustee *Proposed* *Jan Burns MBE and seconded Rekha Elaswarapu -agreed nem con*

Appointment of Chair.

 The meeting agreed that Jan Burns MBE should remain in post for further year.

Appointment of Treasurer

 Jane Finnerty was appointed by the meeting for a year.

Any Other Business

 Last year the constitution was amended to take into account attendance and requirements placed on Trustees. The meeting noted that currently one Trustee is not meeting that requirement, and recognised that they do not enjoy good health. Rekha Elaswarapu commented that there are two ways in which a Trustee can represent the Council, in terms of attendance and promote dignity in what they do. However the latter is part of what is expected of the extended group and indeed any Champion. There is always the right to ask Trustees to retire, if they are not able to be active as Trustee then perhaps they could take a different role. The Council does need active Trustees as otherwise the level of work cannot be undertaken by the remaining individuals. Jan Burns MBE agreed to write to the individual concerned and request that they consider their position.

The meeting also noted that there is a need to recruit new Trustees, it was agreed that Trustees could consider their contacts and put something in the next Newsletter.

Jan Burns MBE welcomed Roisin Burton as a Trustee. Roisin Burton stated that she had a commitment to taking the role forward, she had picked up on the need to promote the Council, and to enable things to become more high profile, and emphasise the difference between dignity/champion/council. She felt that working together was important. The meeting felt that it is important that Roisin Burton is still actively working at the service delivery end of spectrum in that brings a different and vital view to the overall picture.

 A query was raised regarding the promotion of material available to Champions. The meeting reinforced the principle that the NDC do not promote people’s personal businesses and sales unless that results in a donation towards the work of the Council.

 The meeting also noted the recent discussion regarding whether the FaceBook page should be open or closed. The voting was very clearly for a closed group. There had been some feedback about that decision but as a forum for Champions it is important that they should feel able to share issues and concerns.

Date of Next AGM 2020 –

 17th September 2020 venue to be agreed.

The Meeting closed at 12.03

**Open meeting**

Although this had been intended to consider a number of issues the fact that only Trustees were present resulted in a decision to consider some urgent business.

Oxford Network

Sally Latham is taking a temporary break and Jane Finnerty will be picking up the network coordination in Oxford in the interim.

Dental Care

The meeting noted that the level of dental care being offered to individuals and groups is a dignity issue and is a focus for inspection and regulation. There was then a broader discussion about some of the inequalities that exist in healthcare.

Quality Matters

Jan Burns MBE reminded the meeting that she had already shared some of the work being undertaken, and a recent email asking for comments does need to be addressed.

Business Plan

 Still needs to be worked on and will be circulated in the near future

Training materials

 Jan Burns MBE and Liz Taylor have done some work on the programme for local Champions, and Roisin has made some further progress on that emphasising that it is a Human Right and part of the regulatory process

 The Training is being piloted next week in Bristol. Jane Finnerty agreed to cover that as Liz Taylor was not now able to undertake it.

Conference

 The meeting then spent some time discussing the conference in January next year.

 Jane Finnerty had looked at EventBrite- it is not cheap, but % wise is no worse than PayPal and does remove a considerable amount of work. It was agreed that she should follow this up.

 The following programme was agreed.

Registration 9.30

Welcome 10.00 Jan Burns

Speaker 1- 10-10 NICE – Holly Irwin - Collaborating with Dignity

Speaker 2- 10.50 SFC- Shirley Way- Learning to Care, Caring to Learn

Break 11.30

Speaker 3- 11.50 NDC Rekha Elaswarapu - Promoting a Culture of Dignity

Lunch 12.30

Speaker 4 13.30 CQC Sue Howard Regulating for Dignity

Session 5 14.30 Champions for Dignity

Tea 15.00

Session 6 15.20 Champions for Dignity

Closing Comments 15.50 Jan

Close 16.00

Offers for Champions – Kirklees; Shropshire; LGBTQ; Invites to Shropshire and Kirklees - Liz Taylor to follow up; Invite re LGBTQ training – Jan Burns to follow up.

Clare Copleston, Beacon and Little Aston as back up

Exhibitors – already committed - NCA; Care Navigators; SOLA; SFC; NDC; - there is a possibility that Legal and General may do something. Jan Burns MBE is also following up on two possibilities.

Jane Finnerty queried whether there was any possibility of a bag for delegates. The options to be explored with the bag being of Paper for preference.

Dancing for Dignity

The meeting was urged to Sponsor Jan Burns if members were not doing anything themselves.

Roisin Burton reported that her discussions with the National Association is still in the planning phase- do what can and then build on it year on year. Both for publicity and fund raising.

Any Other Business

Rekha – representing us at CQC co-production meeting on 26th.