

## **Bundle Annual General Meeting 24 September 2024**

- 1 14:00 - Welcome and introduction by the Chairman. Apologies for absence  
*Lead: Sir David Nicholson Group Chair*  
*Apologies received:*  
*Caroline Walker, Interim Group Chief Executive Officer*  
*Lisa Cowley, Non-Executive Director*  
*Stephanie Cartwright, Group Director of Place*  
*Prof Louise Toner, Non-Executive Director*  
*Dr Ananth Viswanath, Acting Chief Medical Officer*  
*Dr Umar Daraz, Associate Non-Executive Director*
- 2 14:05 - Declarations of interest  
*Lead: Sir David Nicholson, Group Chair*  
*Action: To receive and note*  
2 Register of Declarations of interest September 2024
- 3 14:07 - Minutes of the Annual General Meeting held on 28 September 2023  
*Lead: Sir David Nicholson, Group Chair*  
*Action: For approval*  
RWT AGM Draft minutes 28 September 2023 v 2.2 docx
- 4 14:11 - Matters arising from the Minutes of the Annual General Meeting held on 28 September 2023  
*Lead: Sir David Nicholson, Group Chair*  
*Action: To review, update*  
*There are no matters arising or actions outstanding that are not covered within the agenda.*
- 5 Annual Report and Quality Account (Section Heading)
- 5.1 14:16 - Review of the year and the Annual Report Summary 2023/24  
*Lead: Kevin Stringer, Group Chief Financial Officer/Group Deputy Chief Executive Officer*  
*Action: To Inform and Assure*  
5.1 Review of the Year and Annual Report Summary 23-24
- 5.2 14:26 - Quality Account Summary 2023/24  
*Lead: Debra Hickman, Chief Nursing Officer, Dr Jonathan Odum Group Chief Medical Officer*  
*Action: To receive the report for information and assurance.*  
5.2 Quality Account Summary 2023-24
- 6 Audited Annual Accounts (Section Heading)
- 6.1 14:36 - Audited Accounts Summary for the year ending 31st March 2024  
*Lead: Kevin Stringer, Group Chief Financial Officer/Group Deputy Chief Executive*  
*Action: To receive the report for information and assurance*  
6.1 Audited Accounts Summary for the year ending 31st March 2024
- 7 General Business (Section Heading)  
*Lead: Sir David Nicholson, Group Chair*  
*Action: To note*
- 7.1 Questions received from the Public, Staff and other stakeholders  
*Lead: Sir David Nicholson Group Chair*  
*Action: Verbal for noting*
- 7.2 15:06 - Closing Remarks  
*Lead: Sir David Nicholson*

## Register of Declaration of Interests

Employee	Current Role	Interest Type	Interest Description (Abbreviated)	Provider
Alan Duffell	Group Chief People Officer	Loyalty Interests	Member	Chartered Management Institute
Alan Duffell	Group Chief People Officer	Loyalty Interests	Member	CIPD (Chartered Institute for Personnel and Development)
Alan Duffell	Group Chief People Officer	Outside Employment	Interim Chief People Officer (Ended April 2024)	The Dudley Group NHS Foundation Trust
Alan Duffell	Group Chief People Officer	Outside Employment	Group Chief People Officer	Walsall Healthcare NHS Trust
Alan Duffell	Group Chief People Officer	Outside Employment	Provider Collaborative HR & OD Lead	Black Country Provider Collaborative
Alan Duffell	Group Chief People Officer	Outside Employment	Member	NHS Employers Policy Board
Allison Heseltine	Non-Executive Director	Loyalty Interests	Son-in-law works as a Senior Electrical Engineer	Hydrock South West
Angela Harding	Non-Executive Director	Outside Employment	Director	Naish Mews Management Company
Angela Harding	Non-Executive Director	Outside Employment	Executive Operations Director, integrated retirement community sector (Replaces employment with the GDC)	Inspired Villages Group
Brian McKaig	Chief Medical Officer	Loyalty Interests	Trustee for the Rotha Abraham Trust which was set up to advance medical research and practice to benefit the population of Wolverhampton. (unpaid role)	Rotha Abraham Trust
Caroline Walker	Interim Group Chief Executive	Loyalty Interest	Interim Group Chief Executive	The Royal Wolverhampton NHS Trust
Caroline Walker	Interim Group Chief Executive	Loyalty Interest	Interim Group Chief Executive	Walsall Healthcare NHS Trust
Caroline Walker	Interim Group Chief Executive	Loyalty Interest	Advisor (non-paid)	Health Spaces
David Nicholson	Chair	Outside Employment	Chairman	Sandwell & West Birmingham Hospitals NHS Trust
David Nicholson	Chair	Outside Employment	Non-Executive Director	Lifecycle
David Nicholson	Chair	Outside Employment	Visiting Professor	Global Health Innovation, Imperial College
David Nicholson	Chair	Shareholdings and other ownership interests	Sole Director	David Nicholson Healthcare Solutions
David Nicholson	Chair	Outside Employment	Member	IPPR Health Advisory Committee
David Nicholson	Chair	Outside Employment	Advisor	KMPG Global
David Nicholson	Chair	Outside Employment	Senior Operating Partner	Healfund (Investor in healthcare Africa)
David Nicholson	Chair	Loyalty Interests	Spouse	National Director of Urgent and Emergency Care and Deputy
David Nicholson	Chair	Outside Employment	Chairman	The Royal Wolverhampton NHS Trust
David Nicholson	Chair	Outside Employment	Chairman	Walsall Healthcare NHS Trust
David Nicholson	Chair	Outside Employment	Chairman	The Dudley Group NHS Foundation Trust
Debra Hickman	Chief Nursing Officer	Nil Declaration		

Gillian Pickavance	Associate Non-Executive Director	Shareholdings and other ownership interests	Director	Wolverhampton Total Health Limited
Gillian Pickavance	Associate Non-Executive Director	Outside Employment	Senior Partner	Newbridge Surgery, Wolverhampton
Gillian Pickavance	Associate Non-Executive Director	Outside Employment	Member of the Committee (unpaid)	Tong Charities Committee
Gillian Pickavance	Associate Non-Executive Director	Loyalty Interests	Daughter works as an architect for a company which may be undertaking work at the Trust	Johnson Design Partnership
Gwen Nuttall	Chief Operating Officer/Deputy Chief Executive	Loyalty Interests	Trustee	Calabar Vision 2020 Link
John Dunn	Deputy Chair/Non-Executive Director	Loyalty Interests	Member (unpaid)	Financial Recovery System Oversight Group
Jonathan Odum	Group Chief Medical Officer	Loyalty Interests	Group Chief Medical Officer	Walsall Healthcare NHS Trust
Jonathan Odum	Group Chief Medical Officer	External private employment	Private out-patient consulting for general medical/hypertension and	Wolverhampton Nuffield Hospital
Jonathan Odum	Group Chief Medical Officer	External Role	Chair	Black Country and West Birmingham ICS Clinical Leaders Group
Jonathan Odum	Group Chief Medical Officer	External Association Fellowship	Fellow of the Royal College of Physicians	Royal College of Physicians of London
Julie Jones	Non-Executive Director	Outside Employment	CFO	Heart of England Academy
Julie Jones	Non-Executive Director	Outside Employment	Associate Director	Academy Advisory
Julie Jones	Non-Executive Director	Outside Employment	Member of Audit & Risk Committee	Walsall Housing Group
Julie Jones	Non-Executive Director	Outside Employment	Trustee	Solihull School Parents' Association
Julie Jones	Non-Executive Director	Outside Employment	Director of Leasehold Management Company	Cranmer Court Residents Wolverhampton Limited
Keith Wilshere	Group Company Secretary	Shareholdings and other ownership interests	Sole owner, sole trader	Keith Wilshere Associates
Keith Wilshere	Group Company Secretary	Loyalty Interests	Trustee, Director and Managing Committee member of this	Foundation for Professional in Services for Adolescents (FPSA)
Keith Wilshere	Group Company Secretary	Loyalty Interests	Group Company Secretary	Royal Wolverhampton NHS Trust
Keith Wilshere	Group Company Secretary	Loyalty Interests	Group Company Secretary	Walsall Healthcare NHS Trust

Kevin Bostock	Group Director of Assurance	Shareholdings and other ownership interests	Sole director	Sole director of 2 limited companies Libra Healthcare Management Limited trading as Governance, Risk, Compliance
Kevin Bostock	Group Director of Assurance	Loyalty Interests	Group Director of Assurance	Walsall Healthcare NHS Trust
Kevin Bostock	Group Director of Assurance	Outside Employment	Trustee of a Health and Social Care Charity	Close Care Charity No 512473
Kevin Stringer	Group Chief Finance Officer & Director	Outside Employment	Treasurer West Midlands Branch	Healthcare Financial Management Association
Kevin Stringer	Group Chief Finance Officer & Director	Loyalty Interests	Brother-in-law is the Managing Director (ended 31 March 2024)	Midlands and Lancashire Commissioning Support Unit
Kevin Stringer	Group Chief Finance Officer & Director	Loyalty Interests	Member	CIMA (Chartered Institute of Management Accounts)
Kevin Stringer	Group Chief Finance Officer & Director	Gifts	Spade used for 'sod cutting'.	Veolia
Kevin Stringer	Group Chief Finance Officer & Deputy Group Chief Executive	Loyalty Interests	Group Chief Finance Officer & Deputy Group Chief Executive	Walsall Healthcare NHS Trust
Lisa Cowley	Non-Executive Director	Outside Employment	Healthy Communities Together Project Sponsor	Beacon Centre for the Blind
Lisa Cowley	Non-Executive Director	Outside Employment	CEO	Beacon Centre for the Blind
Lisa Cowley	Non-Executive Director	Outside Employment	Co-owner	Ridge & Furrow Foods
Lisa Cowley	Non-Executive Director	Outside Employment	Co-owner	Streetway House farms
Lisa Cowley	Non-Executive Director	Loyalty Interests	Harris Allday EFG – Wealth Management arm of Private	arm of Private Bank
Lisa Cowley	Non-Executive Director	Loyalty Interests	Non-Executive Director	The Royal Wolverhampton NHS Trust
Lisa Cowley	Non-Executive Director	Loyalty Interests	Non-Executive Director	Walsall Healthcare NHS Trust
Lisa Cowley	Non-Executive Director	Loyalty Interests	HM Armed Forces	Partner employed by HM Armed Forces
Louise Toner	Non-Executive Director	Outside Employment	Non-Executive Director	The Royal Wolverhampton NHS Trust
Louise Toner	Non-Executive Director	Outside Employment	Non-Executive Director	Walsall Healthcare NHS Trust
Louise Toner	Non-Executive Director	Outside Employment	Professional Advisor	Birmingham City University
Louise Toner	Non-Executive Director	Outside Employment	Trustee	Wound Care Alliance UK
Louise Toner	Non-Executive Director	Outside Employment	Trustee	Birmingham Commonwealth Society
Louise Toner	Non-Executive Director	Outside Employment	Teaching Fellow	Advance HE (Higher Education)
Louise Toner	Non-Executive Director	Loyalty Interests	Member of the Education Focus Group (stood down as	Birmingham Commonwealth Association
Louise Toner	Non-Executive Director	Loyalty Interests	Member	Greater Birmingham Commonwealth Chamber of
Louise Toner	Non-Executive Director	Loyalty Interests	Member/Advisor	Health Data Research UK
Louise Toner	Non-Executive Director	Loyalty Interests	Royal College of Nursing	Member

Louise Toner	Non-Executive Director	Loyalty Interests	Required Registration to practice	Nursing and Midwifery Council
Martin Levermore	Associate Non-Executive Director	Shareholdings and other ownership interests	Ordinary shares	Medical Devices Technology International Ltd (MDTi)
Martin Levermore	Associate Non-Executive Director	Outside Employment	Vice Chair of Board (paid position by way of honorarium)	Nehemiah United Churches Housing Association Ltd
Martin Levermore	Associate Non-Executive Director	Outside Employment	Chair (non-paid of not for profit medical industry network organisation/association)	Medilink Midlands
Martin Levermore	Associate Non-Executive Director	Outside Employment	Independent Advisor to Windrush Compensation Scheme (paid)	Her Majesty's Home Office
Martin Levermore	Associate Non-Executive Director	Outside Employment	Chair of Trade and Business (non-paid not for profit association)	Birmingham Commonwealth Associate Ltd
Martin Levermore	Associate Non-Executive Director	Outside Employment	Chair of Black Internship Program (non-paid Charitable organisation)	HDRUK
Martin Levermore	Associate Non-Executive Director	Outside Employment	Data Research Committee (non-paid Charitable organisation)	Cancer Research UK
Martin Levermore	Associate Non-Executive Director	Outside Employment	Chief Executive Officer (paid) of private Medical Device Company	Medical Devices Technology International Ltd (MDTi)
Martin Levermore	Associate Non-Executive Director	Outside Employment	Executive member (non-paid)	Commonwealth Chamber of Commerce
Patrick Carter	Specialist Advisor to the Board	Director	Director	JKHC Ltd (business services)
Patrick Carter	Specialist Advisor to the Board	Director	Director	Glenholme Healthcare Group Ltd
Patrick Carter	Specialist Advisor to the Board	Director	Director	Glenholme Wrightcare Ltd (residential nursing care)
Patrick Carter	Specialist Advisor to the Board	Director	Director	The Freehold Corporation Ltd (property: real estate)
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Chair	Health Services Laboratories LLP
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Member	Scientific Advisory Board - Native Technologies Ltd (experimental development on natural sciences and engineering)
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Advisor	Bain & Co UK
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Business Services	JKHC Ltd (business services)
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Management consultancy activities rather than financial management	Cafao Ltd
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Management consultancy activities other than financial management)	Cafao Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Cafao Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Freehold Corporation Ltd (property; real estate)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	JKHC Ltd (business services)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Glenholme Healthcare Group Ltd (care and rehabilitation centres)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Freehold Investment Corporation 1A Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Freehold Investment Corporation 1B Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Freehold Investment Corporation 2A Ltd

Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	The Freehold Investment Corporation 2B Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Adobe Inc (technology)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	AIA Group Ltd (insurance)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Alphabet Inc (multinational conglomerate)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Amazon.com Inc (retail)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Amphenol Corp (manufacturing)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Apple Inc (technology)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	ASML Holding NV (manufacturing)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Berkshire Hathaway Inc (financial)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Broadridge Financial Solutions Inc (financial)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Canadian Pacific Kansas City Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Constellation Software Inc (software)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Croda International Plc
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	CSL Ltd (technology)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Danaher Corp (science and tech)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Discover Financial Services (financial)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Essilor International (health)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Halma plc (tech)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	HDFC Bank Ltd (financial)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	IDEX Corp (manufacturing)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Intuit Inc (science and tech)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	London Stock Exchange
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	L'Oreal SA (manufacturing and retail)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Meta Platforms Inc A
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Mettler Toledo (manufacturer of scales and analytical instruments)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Microsoft Corp (tech)
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Advisor	Becton Dickinson & Co

Patrick Carter	Specialist Advisor to the Board	Outside Employment	Director	Primary UK Ltd
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Nike Inc (retail)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Roper Technologies Inc (manufacturing)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	ServiceNow Inc (technology)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Sherwin Williams Co/The
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Taiwan Semiconductor Manufacturing Company Limited (science and tech)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Tencent Holdings Ltd (science and tech)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Thermo Fisher Scientific Inc (biotechnology)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Topicus.com Inc
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	UnitedHealth Group Inc (health)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Visa Inc (financial)
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Copart Inc - automobile industry
Patrick Carter	Specialist Advisor to the Board	Shareholdings and other ownership interests	Shareholder	Lvmh Moet Hennessy Louis Vitton SE - luxury goods
Patrick Carter	Specialist Advisor to the Board	Land/Property Owner	Farms, farmland, residential and tourist activities in Hertfordshire	
Patrick Carter	Specialist Advisor to the Board	Outside Employment	Director	CAFAO Ltd
Patrick Carter	Specialist Advisor to the Board	Non-financial interests - unremunerated directorships	Director	The Freehold Acquisition Corporation Ltd (property; real estate)
Patrick Carter	Specialist Advisor to the Board	Non-financial interests - unremunerated directorships	Director	The Freehold Financing Corporation Ltd (property, real estate)
Patrick Carter	Specialist Advisor to the Board	Non-financial interests - unremunerated directorships	Director	Glenholme Senior Living (Bishpam Gardens) Ltd nursing home
Professor David Loughton (retired 30 April 2024)	Chief Executive	Loyalty Interests	Member of Advisory Board	National Institute for Health Research
Professor David Loughton (retired 30 April 2024)	Chief Executive	Loyalty Interests	Chief Executive	Royal Wolverhampton NHS Trust
Professor David Loughton (retired 30 April 2024)	Chief Executive	Loyalty Interests	Member	Companion of Institute of Health and Social Care Management (CIHSCM)
Professor David Loughton (retired 30 April 2024)	Chief Executive	Outside Employment	Chair	West Midlands Cancer Alliance
Sally Evans	Group Director of Communications and Stakeholder Engagement	Outside Employment	Group Director of Communications and Stakeholder Engagement	Royal Wolverhampton NHS Trust
Sally Evans	Group Director of Communications and Stakeholder Engagement	Outside Employment	Group Director of Communications and Stakeholder Engagement	Walsall Healthcare NHS Trust
Simon Evans	Group Chief Strategy Officer	Loyalty Interests	Group Chief Strategy Officer	Walsall Healthcare NHS Trust
Simon Evans	Group Chief Strategy Officer	Outside Employment	Governor (unpaid)	City of Wolverhampton College

Stephanie Cartwright	Group Director of Place	Loyalty Interests	Spouse is a Non-Executive Director	Robert Jones and Agnes Hunt NHS Foundation Trust
Stephanie Cartwright	Group Director of Place	Loyalty Interests	Spouse is Senior Advisor for Primary Care Delivery	Department of Health and Social Care
Stephanie Cartwright	Group Director of Place	Loyalty Interests	Group Director of Place	The Royal Wolverhampton NHS Trust
Stephanie Cartwright	Group Director of Place	Loyalty Interests	Group Director of Place	Walsall Healthcare NHS Trust
Tracy Palmer	Director of Midwifery	Nil Declaration		
Umar Daraz	Non-Executive Director	Outside Employment	Director	Getaria Enterprise Limited
Umar Daraz	Non-Executive Director	Outside Employment	Director of Innovation	Birmingham City University



**Minutes of the Annual General Meeting of The Royal Wolverhampton NHS Trust held on 28th September 2023 at 9:15 am  
Via MS Teams**

**Attendees:**

Sir David Nicholson	Group Chair
Prof. D Loughton	Group Chief Executive Officer
Mr J Dunn	Deputy Chair/Non-Executive Director
Mr S Evans	Group Chief Strategy Officer,
Mr A Duffell	Group Chief People Officer,
Prof. L Toner	Non-Executive Director,
Mr K Stringer	Group Chief Financial Officer,
Ms G Nuttall	Chief Operating Officer/Deputy Chief Executive,
Ms J Jones	Non-Executive Director,
Mr K Bostock	Group Chief Assurance Officer,
Ms D Hickman	Chief Nursing Officer
Ms A Harding	Associate Non-Executive Director,
Ms A Heseltine	Non-Executive Director,
Mr K Wilshere	Group Company Secretary,
Ms T Palmer	Director of Midwifery,
Ms S Evans	Group Director of Communications and Stakeholder Engagement
Dr B McKaig	Chief Medical Officer
Dr U Daraz	Associate Non-Executive Director,
Mr M Levermore	Non-Executive Director,
Ms S Cartwright	Group Director of Place.
Apologies:	
Dr G Pickavance	Associate Non-Executive Director,
Dr J Odum	Group Chief Medical Officer,
Ms L Cowley	Non-Executive Director.

**AGM001/23: Welcome and Introduction by the Chairman**

Sir David welcomed all to the meeting and thanked those for attending.

**AGM002/23: Apologies for Absence**

Apologies of absence were noted from Dr Odum, Dr Pickavance, and Ms Cowley.

**AGM003/23: Minutes of the Meeting of the Annual General Meeting of The Royal Wolverhampton NHS Trust held on 28 September 2022**

**Resolved:** That the minutes of the Annual General Meeting of The Royal Wolverhampton NHS Trust held on 28 September 2022 be approved as a correct record.

### **AGM004/23: Matters arising from the Minutes of the Annual General Meeting of The Royal Wolverhampton NHS Trust held on 28 September 2023**

Sir David confirmed there were no matters arising from the minutes of the 28 September 2023 AGM.

**Resolved: That the minutes of the previous Annual General Meeting held on 28 September 2023 be approved as a true and accurate record.**

### **AGM005/23: Declarations of Interests**

Sir David confirmed that no further declarations of interest had been received. He reminded attendees that the Declarations of Interest of all Board Members were available on the Trust Web Site and in the papers for each Board meeting throughout the year.

### **AGM006/23: Review of the year and the Annual Report 2022/23**

Prof. Loughton went through presentation slides. He highlighted the key successes of 2022/23, the opening of the Ambulance Receiving Centre (ARC) which assisted with the reduction of Ambulance off load times. He said the Care Co-ordination team moved to 24-hour working which was part of a team effort with Ambulance off loads and waits in A&E. He said the Virtual Wards based at Science Park and had been very positive over the last few years and had created an estimated equivalent of 170 hospital beds which were well received by patients and public. He said the organisation obtained a new MRI scanner to improve diagnostic capacity. He also mentioned RWT had hosted endoscopy training for the Midlands which was positive. He then highlighted the key challenges of 2022/23, the major changes to the NHS landscape with the Integrated Care Systems (ICSs), the Integrated Care Boards (ICBs) and RWT. He mentioned the positive workforce recruitment and retention at RWT who were well ahead in terms of vacancy rates and being able to retain and recruit staff. He said finances were looking low and that a financial plan needed to be developed for a three-to-five-year period on how to increase this but also maintaining clinical quality. He said that there were 7.8 million people on NHS waiting lists. He also mentioned Cannock Chase Hospital had an elective centre and as of January RWT would be undertaking elective procedures. He went on to say there was a growing demand on emergency care services and ambulance turnaround times. He said the organisation's vision was to deliver exceptional care together to improve the health and wellbeing of communities and the only way to do this was by working with colleagues in the City Council, private sector and the third sector. He finally mentioned the new five-year strategy centered around the four Cs, Safe and Effective, Kind and Caring and Exceeding Expectations.

Prof. Loughton mentioned strengthening partnerships between RWT and Walsall Healthcare Trust (WHT) and said that both organisations had come together with no pressure to work together. He said one of the many successes under the leadership of Sir David had been the Black Country Provider Collaborative which had made great strides over the last year due to it being clinically led by Dr Odum the Trust's Group Chief Medical Officer. He said the Trust continued to host the National Institute Health Research and the contract had been renewed until 2030 which was positive news. He mentioned there needed to be focus on commercial research to create money that could be recirculated into academic research. He said the Black Country Pathology continued to provide a positive service and in terms of cytology which it provided for the whole of the West Midlands. Whom he mentioned now had the best performance of turnaround in the Country and had taken a substantial contract to do work for Manchester. Prof. Loughton highlighted future focus was on reducing waiting lists, focus on research and innovation, reduce carbon footprint, maintain low vacancy rates together with focus on reducing health inequalities.

### **AGM007/23: Presentation on the Quality Account 2022/23**

Ms Hickman introduced the report and said despite the challenges the Trust achieved and made positive progress with the objectives set out 2022/23. She said the areas which required improvement were also recognised. She said the Quality Account objectives for 2023/24 were based on the Trust Strategy supported by key Enabling Strategies., the Quality and Safety Enabling Strategy and Patient Experience Enabling Strategy. She said plans were in place to further drive improvements in critical areas such as infection prevention, diagnostics, cancer performance, referral to treatment and improvements in staff satisfaction and retention. She said infection prevention activity had continued and there had been an improvement in observations in deteriorating patient. She said that the mortality review process continued to be embedded in work which was being undertaken, and Covid deaths had all been reviewed independently with input from clinicians and Infection Prevention Colleagues. She mentioned one of the key things about recruitment and retention was to ensure the Trust had opportunities for staff and training activities. She said wide training had been delivered to all bands and all disciplines and it was important that training was accessible to all. She finally mentioned there had been significant recruitment in the Mental Health team.

Dr McKaig highlighted there were several different measures in clinical effectiveness. He said in terms of recruitment and retention, the vacancy rates were low, which was due of the programmes unique to RWT in terms of the Clinical Fellowship Programmes for nursing and medical staff. He said there had been an increase in placements for local students to enable the Trust to increase the provision of its local population into nursing and Health Professional positions. He also mentioned the return to practice initiatives and apprenticeship schemes which were available at the Trust. He also mentioned the continued success of the Trusts Certificate of Eligibility Registrar Programme which would assist in long term opportunities to develop workforce at the Trust.

Ms Hickman said work had been undertaken with co-design on Patient Experience with University Colleagues and specific community groups. She said work had been done with people with learning disabilities community in terms of what was important for them and what they would like to see in terms of utilising services within the hospital, and with stroke groups in terms of stroke pathways and what was important to them, together with working with local primary schools in terms of children's pathway. She said it was a positive piece of work. She mentioned that utilisation had been supported which had become more in bedded in review framework for wards and departments in terms of the 15 steps initiative. She said that volunteer applications continued to increase and the Trust was continually looked at opportunities at how volunteers were supported and used within the organisation.

Ms Hickman highlighted one of the key challenges for 2023/24 would be embedding of the Patient Safety Incident Review framework. She said extensive work had been commenced with focus on learning. She said work had commenced on Quality Improvement Huddles which focussed on clinical multidisciplinary engagement in driving improvement and activity forward. She finally mentioned the completion of the gap analysis against the 4 components of planning, control, improvement and assurance and said the Trust would continue and develop the work being undertaken.

Dr McKaig said for 2023/24 clinical effectiveness key priorities included improving staff turn over by the end of 2023/24 and to reduce the number of patients waiting more than 62 days for treatment and meeting the cancer faster diagnosis standard

by March 2023/43. He said achieving cancer targets would be challenging due to the demand and the capacity in the organisations. He said it was recognised that the collaboration through the provider collaborative and working with primary and secondary care gave opportunities to develop more effective ways to develop and manage demand. He said another key priority was to eliminate waits over 65 weeks by the end of 2023/24 and to meet the 85% theatre utilisation expectation. He said a piece of work was underway called "Further Faster" which was led by Prof Tim Briggs who had developed the Getting it Right First Time "GIFRT" methodology. He said the Trust was one of the first pilot organisations to work with the team to identify how the Trust would transform make improvements to its outpatient services and how better care could be provided. He finally mentioned the improvements with the Trust mortality statistics with the Trust being in the top 10% of Trusts being in the lowest mortality indexes in the Country which was positive news.

Ms Hickman highlighted the Patient Experience Enabling Strategy had been developed with feedback from staff, service users and community representatives. She said there had been success with the Patient Partner Program and how that was progressed was a key focus. She said continued feedback from staff and patients was important for learning and improvement at the Trust. She finally mentioned supporting staff in developing learning opportunity was also important to improve care and experience for patients.

Sir David mentioned the positive improvements throughout the years with mortality which was due to the hard work, learning from lessons and examining data which was a positive success.

### **AGM008/23: Presentation of the Audited Accounts year ending 31<sup>st</sup> March 2023**

Mr Stringer highlighted the financial statements within the Annual Report and the said the Trust had delivered its key financial duties against challenging recourses together with exiting Covid pressures to deliver the recovery. He said there had been an increase in Elective activity through the year and there was also considerable pressures within the Emergency Department throughout the year. He mentioned the Trust had a turnover to nearly approximately £900 million pounds. He also mentioned hosting the Black Country Pathology Service, Research and Development for the whole of the West Midlands and 9 General Practices where contract income was received for work undertaken by them.

Mr Stringer mentioned a surplus was achieved of £90,000 on the turnover of £900 million. He said the break-even performance was increased and the target for cash was achieved. He also mentioned the capital which the Trust was able to spend was at £43.7 million which was delivered. He said the closing cash balance was at £69 million. He said that the better payment practice code (BPPC), which was for suppliers to be paid within 30 days, the Trust achieved 90%, the target being 95%. He said that the accounts were fully audited by KPMG and represented as a true and fair view of the Trust's financial performance. He said the biggest commissioner of the service was the Black Country ICB, and there were other commissioners in Staffordshire and NHS England together with the Black Country Pathology services. He said in terms of expenditure the Trust spent over £872 million delivering high quality care to patients, the biggest cost being staffing. He said there was a broad range of staff groups with medical and nursing staff accounting for 50%. He mentioned a total of £43.7 million of capital was spent throughout the year. He said one of the big areas for the Trust was decarbonisation and the Trust had been successful at receiving decarbonisation grants which had enabled the Trust to spend significant funds on air source heat pumps, the Solar Farm and other decarbonisation schemes to try and reduce the carbon the organisation was producing. He mentioned the current challenges, one being recourses were

considerably strained across the NHS. He also mentioned the Black Country ICS funding allocation remained above the funding formula and growth would be restricted. He said the Trust was still working on ongoing inflationary issues with suppliers. He said there had been an increase of 23% of staff during Covid the productivity and wastage reduction challenge was significant. He finally mentioned it would be a challenging year for the Trust.

**AGM009/23: Questions received from the Public and other Stakeholders**

There were no questions received from the Public and other Stakeholders.

**AGM010/23: Close of meeting**

Sir David thanked all for attending the meeting and thanked the Executive team, employees, and volunteers for all the work undertaken during the past year.

# Kevin Stringer

## Deputy Group Chief Executive

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# Welcome: another extraordinary year in the NHS

## Key successes 2023/24:

- The Neonatal Intensive Care Unit at New Cross Hospital was the first unit in the West Midlands to receive the Gold Award from Bliss Baby Charter
- RWT signed a 10-year contract with UK healthcare technology company System C, which will supply a new electronic patient record (EPR) system
- Nurse-led botox bladder treatment first for the region launched in Wolverhampton
- Patients with a tracheostomy and complex needs have been able to have their treatment in their own home thanks to a new initiative



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# Welcome: another extraordinary year in the NHS

## Key challenges 2023/24:

- Growing demand on urgent and emergency care services – pressure to continually improve patient flow and create capacity
- Workforce – recruitment and retention – remains an area of focus, as does staff morale set against cost-of-living crisis
- Money – The financial constraints within the system limit our ability to invest further to increase capacity and develop our services
- Industrial action – impact of continued strike action on elective services



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# Strengthening partnerships

- Our RWT and WHT joint work is going from strength to strength
- Continuing to work with system partners:
  - Black Country Provider Collaborative
  - Place based partnerships – One Wolverhampton: working together for better health and care
- Proud to host
  - West Midlands Cancer Alliance – joined 1<sup>st</sup> December 2023
  - The National Institute for Health Research (NIHR) Clinical Research Network for the West Midlands
  - Nine GP practices in our Primary Care network
  - Black Country Pathology Services



# Looking to the future...

- Moving to a Group Trust Board
- Reducing the waiting lists
- Focus on research and innovation – expanding commercial trials
- Reducing our carbon footprint
- Maintaining low vacancy rates
- Maximising partnership working to deliver innovation at scale
- Health Inequalities Strategy – focusing on reducing health inequalities across our populations



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# Quality Account 2023/24

**Debra Hickman**  
**Chief Nursing Officer**

**Dr Jonathan Odum**  
**Group Chief Medical Officer**

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The Royal Wolverhampton  
NHS Trust

# Quality Account 2023/24

Safe & Effective | Kind & Caring | Exceeding Expectation

# Introduction

The Royal Wolverhampton NHS Trust (RWT) welcomes the opportunity to both share and demonstrate how we are performing, considering the views of service users, carers, staff and the public.

We use this information to make decisions about our services and to identify areas for improvement.

This Quality Account provides information on progress against the 2023/24 agreed key priorities, which include patient safety, clinical effectiveness and patient experience, and sets out priorities and plans for the upcoming year.



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# Key points

- Despite the challenges the Trust has either achieved or made good progress with the objectives set out in the 2023/24 Quality Account
- The Quality Account objectives for 2024/25 have been set based on the priorities of the joint Trust and key enabling strategies such as, the Quality and Safety Enabling Strategy and Patient Experience Enabling Strategy
- We recognise, and have plans in place, to drive further improvements in the critical areas such as, cancer and diagnostic performance, referral to treatment times, healthcare acquired infection prevalence and improvements in both staff satisfaction



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# Quality Priorities 2023/24 – looking back

## Patient Safety

- Implementation of the nationally revised Patient Safety Incident Response Framework
- Strengthening of stakeholder engagement and education regards patients with mental health presentations
- Infection Prevention activities underpinned by data and best practice
- Deteriorating patient dashboard supporting the use of data driven quality improvements
- Improvement in the response time from our community team to urgent calls – ( 2hr UCR response)

## Clinical Effectiveness

- Workforce resilience using the national five high impact actions
- Workforce development – training activities centred around evidence and learning
- Implementation of a evidence based, ward based Clinical Accreditation Programme
- Wide range of health Inequalities activity in collaboration with stakeholders

## Patient Experience

- Volunteering and social prescribing supporting discharge pathways
- ‘Holistic opportunities preventing exclusion program’ established
- Collaborative work with partners e.g. Compton Care ‘Bereavement hub’
- Strengthened oversight/ assurance with operational teams



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# Patient Safety – look forward 2024/25

- Continue to embed the National Patient Safety Incident Review Framework
- Develop patient participation pathway to support the Patient Safety Incident Review Framework approach for the Trust
- Reduce the number of patients waiting 12hrs or more with a decision to admit in our Emergency Department
- Simplify the process and reduce the numbers of patients with ‘no criteria to reside’
- Launch and roll out pilot initiatives for Martha’s Rule



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# Clinical Effectiveness – look forward 2024/25

- Maintain our workforce retention position
- Prioritise capacity for cancer patients and reduce the numbers of those waiting more than 62 days for treatment
- Continue to monitor and eliminate waits of over 65 weeks by the end of 2024/25
- Consistently use 'Getting it Right First Time' model hospital metrics / benchmarking data to critically analyse and improve our performances, for example, improve day case rate, reduce length of stay

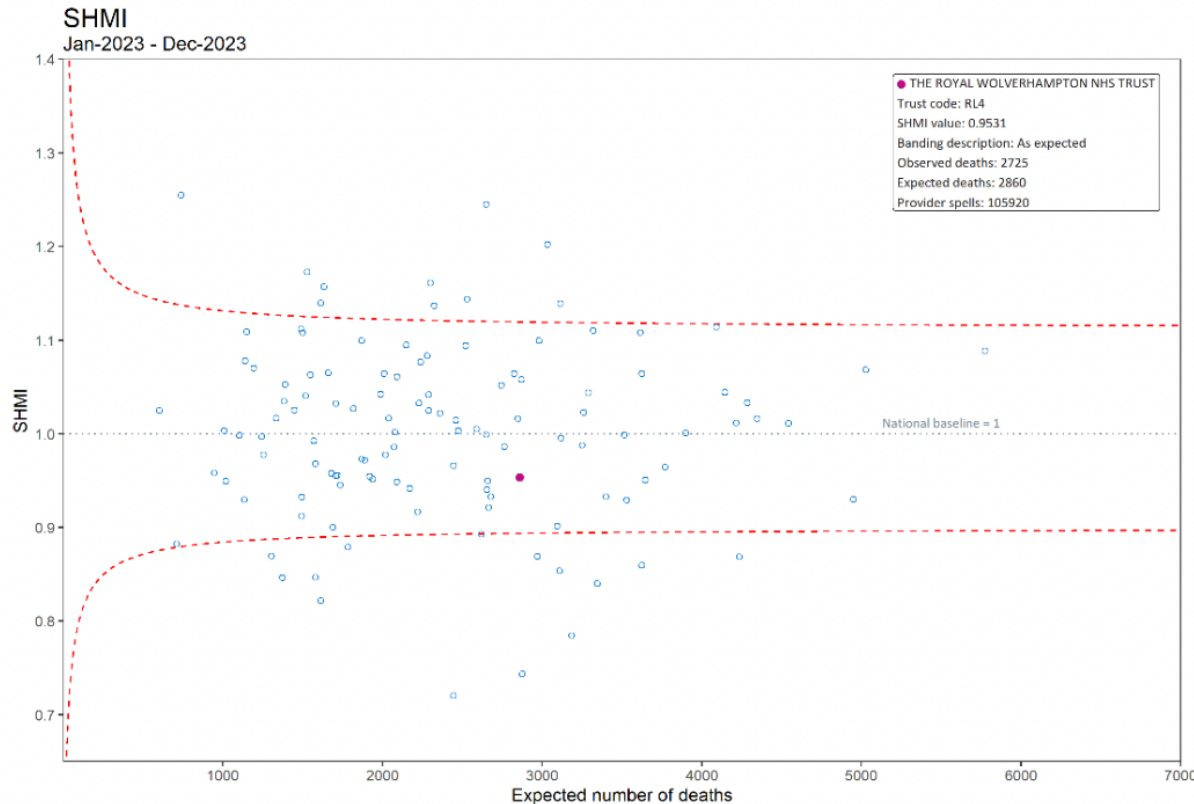


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# Quality Priorities – Summary Hospital-level Mortality Indicator

## SHMI (Inpatient deaths plus 30 days post discharge)

The SHMI value published for the period January 2023 to December 2023 is 0.953. The Trust is now ranked 34<sup>th</sup> out of 120 Trusts (with 1<sup>st</sup> being the lowest) across the country and remains within the expected range.



## SHMI in comparison with neighbouring Trusts

Trust	January 2023 to December 2023
The Royal Wolverhampton NHS Trust	0.953
The Dudley Group NHS Foundation Trust	1.022
Walsall Healthcare NHS Trust	0.955
Shrewsbury And Telford Hospital NHS Trust	0.986
University Hospitals of North Midlands NHS Trust	1.016
Sandwell And West Birmingham Hospitals NHS Trust	1.099



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# Patient Experience – look forward 2024/25

The key priorities are outlined within the joint Patient Experience Enabling Strategy (2022-2025). These include:

- Ensure that our minority groups are fairly represented and that we do not discriminate and equally meet their needs
- Using our patient and partner experience group ensure governance and assurance is effective and influential in our quality improvement work across the Trust
- Utilise real-time data at operational level to ensure response and action is timely and effective



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# Finance Report 2023/24

**Kevin Stringer**  
**Group Chief Finance Officer**

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# Trust Finances 2023/24

- Annual Report
  - Financial Statements - pages 119 to 129
- Annual Accounts and notes
  - 'Financial Performance Summary' tables - page 120
- Key messages
  - Another challenging year as the NHS recovers from the COVID pandemic and industrial actions.
  - Resources are becoming increasingly constrained
  - Demand pressures continue to grow
  - Underlying financial position deteriorating.
  - For the first year the Trust was unable to deliver a break-even position, however is still meeting overall cumulative surplus



# Trust Finances 2023/24

## Activity - page 32

- Recovery of elective services continued throughout the year
- Pressures in the Emergency Department have increased during 2023/24 coupled with challenges in social care capacity that affected ability to discharge patients
- A decrease in the number of patients who have waited longer than 52 weeks for treatment
- Some improvement in performance against national targets

## Turnover - page 119

Turnover has increased by 4.5 per cent to £940.7m, being driven by:

- Block contract income agreed with ICS commissioners and NHS England (NHSE)
- Tariff based income for some elective care
- Income for Black Country Pathology Services from partners
- Research and development funding
- Education and training

No significant changes to the accounts arose from the external audit.



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# Financial performance

Financial Duties	Target	Actual Position	Achieved
<u>Income and Expenditure Break Even:</u> The Trust is required to break even on a cumulative basis	0	(£26.66m)	The Trust did record a deficit for 23/24, however over the last three years is still in a cumulative surplus. The Trust was £93k ahead of the Plan set.
<u>Resource Limit (CRL):</u> The Trust is given a capital resource limit and is required to keep its capital spend within this limit, so it can underspend against CRL but not overspend.	£47.76m	£47.76m	Achieved
<u>External Finance Limit (EFL)</u> This is a limit on net external cash. The Trust cannot exceed the EFL. This target determines how much more (or less) cash it can spend from that generated by its activities.	£41.98m	£41.98m	Achieved
<u>BPPC Performance:</u> The Trust is required to pay 95% of non-NHS trade creditors within 30 days	95.00%	94.66% (Number)/95.63% (Value)	Achieved
<u>Closing Cash Position</u>	£29.5m		

The Trust accounts were fully audited by KPMG and their professional opinion is that they represent a true and fair view of the Trust's financial performance

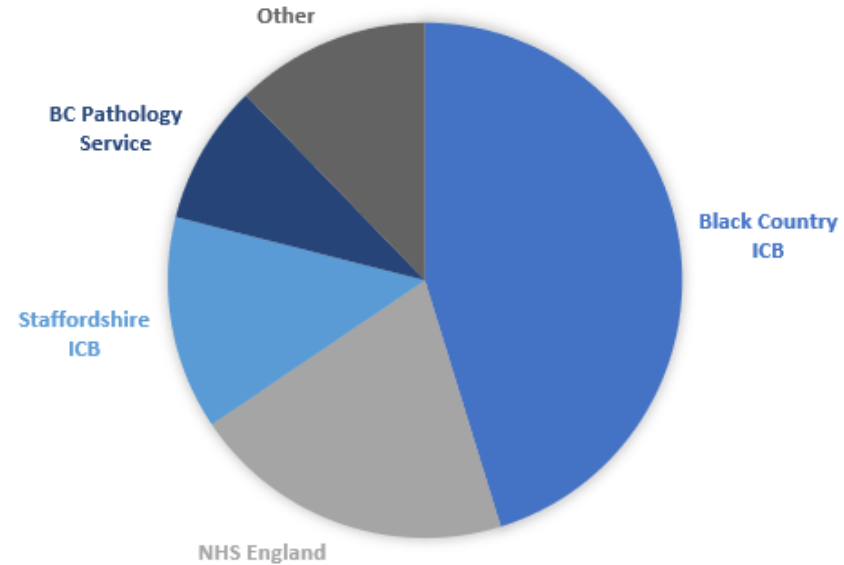
Thanks to the Board, our commissioners and our budget managers. Special thanks to local residents and businesses.

# Financial Performance

## Income

### Key messages

- Patient income for 2023/24 was a largely a fixed allocation agreed with ICBs, based on 2022/23 funding with inflation
- In addition the Trust received variable income for elective activity based on the volume of patients receiving treatment
- The main commissioners of patient services are: the Black Country ICB, NHS England (specialised services) and Staffordshire ICB
- The Trust received £22m non-recurrently to support additional costs



Source	£m
Black Country ICB	425.5
NHS England	191.0
Staffordshire ICB	126.2
BC Pathology Service	82.6
Other	115.3
<b>Total Income</b>	<b>940.7</b>



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# Financial Performance

## Expenditure

	£m
Purchase of Healthcare	11.1
Staffing Costs	605.8
Supplies & Services	116.9
Drugs	77.9
Premises & Transport	40.9
Capital Charges	32.9
CNST	19.1
Research & Development	21.7
Financing, Dividends, & Impairments	20.1
Other	15.5
<b>Total expenditure</b>	<b>961.9</b>

The Trust spent nearly £962m in 2023/24 delivering high-quality care to our patients

Expenditure is recorded in our accounts across a number of categories

Staffing costs are the single largest area of expenditure and accounts for 63 per cent of our expenditure (£605.8m)



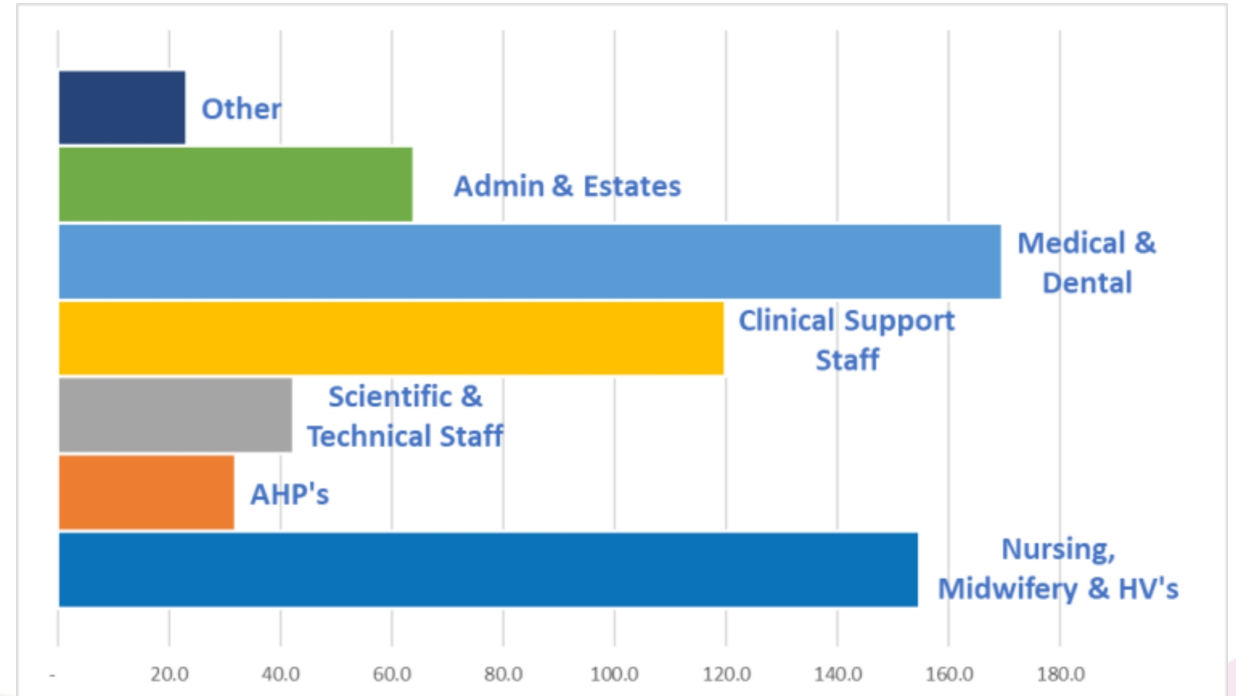
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# Financial performance

## Expenditure – Staffing Costs

	£m
Nursing, Midwifery & HV's	154.8
AHP's	31.9
Scientific & Technical Staff	42.3
Clinical Support Staff	119.9
Medical & Dental	169.7
Admin & Estates	63.9
Other	23.3
<b>Total pay costs</b>	<b>605.8</b>

There are a broad range of staff groups, with medical and nursing staff accounting for over 50 per cent.



# Financial performance

## Capital

Significant capital investments have been undertaken during 2023/24 covering a range of areas:



£1.5m replacement medical equipment



£5.1m spent on air source heat pumps, an additional £1.8m investment in the new Solar Farm and £5.8m on other decarbonisation schemes



£6.0m diagnostic centre



£14.7m radio pharmacy /aseptic development



£2.5m high risk backlog maintenance

# Looking forward to 2024/25 and beyond

The finances remain uncertain due to:

- Resources for 2024/25 being significantly constrained across the NHS despite the increasing demand of patients requiring treatment
- There is unlikely to be a significant increase in the resources available to the NHS
- The Trust has a planned deficit of £52.9m in 2024/25 and this will need to be recovered over future years
- There will be increasingly demanding efficiency challenges over the coming years (7.7 per cent in 2024/25)
- The need to maintain and modernise the estate and equipment within the finite capital scheme budget



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