

AGENDA

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| Meeting Title | Annual General Meeting | Date | Wednesday 25 September 2024 |
| Chair | Sir Neil McKay | Time | 1.15pm – 1.45pm |
| Minute/Action Taker | Board Secretary | Venue/ Location | Meeting Room 1, Wellington Civic Offices, Larkin Way, Tan Bank, Wellington, TF1 1LX |

A=Approval R=Ratification S=Assurance D=Discussion I=Information

| Reference | Agenda Item | Presenter | Purpose | Paper | Time |
|---|--|------------------|---------|--------------|------|
| Opening Matters (approximately 25 minutes - 1.15pm – 1.40pm) | | | | | |
| AGM 25-09.001 | Apologies and Introductory Comments by the Chair | Sir Neil McKay | I | Verbal | 1.15 |
| AGM 25-09.002 | Declarations of Interest: To declare any new interests or existing interests that conflict with an agenda item Register of Board member's interests can be found at: Register of Interests - NHS Shropshire, Telford and Wrekin (shropshiretelfordandwrekin.nhs.uk) | Sir Neil McKay | S | Verbal | |
| AGM 25-09.003 | Minutes from the previous meeting held on Wednesday 27 September 2023 | Sir Neil McKay | A | Enc | |
| AGM 25-09.004 | ICB Achievements over past 12 months – reasons to celebrate | Simon Whitehouse | I | Presentation | 1.20 |
| AGM 25-09.005 | Financial Performance 2023/24 | Claire Skidmore | I | Presentation | |
| AGM 25-09.006 | Looking Forward | Simon Whitehouse | I | Presentation | |
| Closing Remarks (approximately 5 minutes - 1.40pm – 1.45pm) | | | | | |
| AGM 25-09.007 | Closing Remarks and Thank You | Sir Neil McKay | I | Verbal | 1.40 |



Ambition



Compassion



Optimism



Focus

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| | Date and time of next meeting: To be confirmed – September 2025 | | | | |
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Sir Neil McKay
Chair
NHS Shropshire, Telford and Wrekin



Mr Simon Whitehouse
Chief Executive
NHS Shropshire, Telford and Wrekin



**NHS Shropshire Telford and Wrekin
Integrated Care Board**

**Minutes of the Annual General Meeting held on
Wednesday 27 September 2023 at 1.00pm
The Reynolds Suite, Holiday Inn Telford International Centre,
St. Quentin Gate, Telford, TF3 4EH**

Present:

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| Sir Neil McKay | Chair, NHS STW |
| Professor Trevor McMillan | Deputy Chair and Non-Executive Director, NHS STW |
| Meredith Vivian | Non-Executive Director, NHS STW |
| Niti Pall | Non-Executive Director, NHS STW |
| Simon Whitehouse | Chief Executive, NHS STW |
| Claire Skidmore | Chief Finance Officer, NHS STW |
| Nicholas White | Chief Medical Officer, NHS STW |
| Gareth Robinson | Executive Director of Delivery and Transformation, NHS STW |
| Stacey Keegan | Foundation Trust Partner Member and Chief Executive Robert Jones and Agnes Hunt Orthopaedic Hospital NHS Foundation Trust |
| Patricia Davies | Trust Partner Member and Chief Executive Shropshire Community Health NHS Trust |
| Andy Begley | Local Authority Partner Member and Chief Executive, Shropshire County Council |
| Dr Ian Chan | Primary Care Partner Member for Telford and Wrekin |
| Cllr Paul Watling | Cabinet Member for Adult Social Care and Health Systems Telford and Wrekin Council (representing Shaun Davies) |

In Attendance:

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|---------------------|---|
| Dave Bennett | Associate Non-Executive Director, NHS STW |
| Dr John Jones | Medical Director, Shrewsbury and Telford Hospital NHS Trust |
| Dr Catriona McMahon | Chair, Shrewsbury and Telford Hospital NHS Trust |
| Harry Turner | Chair Robert Jones and Agnes Hunt Orthopaedic Hospital NHS Foundation Trust |
| Tina Long | Interim Chair, Shropshire Community Health NHS Trust |
| Edna Boampong | Director of Communications and Engagement NHS STW |
| Cllr Lezley Picton | Leader of Shropshire Council |
| Lynn Cawley | Chief Officer, Healthwatch Shropshire |
| Jackie Jeffrey | Vice Chair Shropshire, VCSA |
| Simon Fogell | Chief Executive, Healthwatch Telford & Wrekin |
| Richard Nuttall | Joint Chair, Telford & Wrekin Chief Officers Group (COG) |
| Vanessa Whatley | Director of Quality and Safety/Deputy Chief Nurse, NHS STW |
| Masood Ahmed | Chief Digital Information Officer/Deputy Chief Medical Officer, NHS STW |
| Jonathan Rowe | Executive Director Adult Social Care, Telford & Wrekin Council |

Jan Suckling Lead Officer, Healthwatch Telford & Wrekin
Nigel Lee Interim Director of Strategy & Partnerships, NHS STW
Tracy Eggby-Jones Corporate Affairs Manager, NHS STW

Minute No. AGM 27-09-001- Apologies and Introductory Comments by the Chair

001.1 The Chair opened the meeting of the STW Annual General Meeting (AGM) and welcomed everyone. The Chair specifically welcomed and introduced Dave Bennett as a new Non-Executive Director who officially joined the ICB on the 2 October 2023. The Chair noted that Mr Bennett was currently a Non-Executive Director at the Southampton University Hospitals Foundation Trust.

001.2 Apologies were recorded as follows:

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|---------------------|--|
| Roger Dunshea | Non-Executive Director, NHS STW |
| Alison Bussey | Chief Nursing Officer, NHS STW |
| Alison Smith | Director of Corporate Affairs, NHS STW |
| Neil Carr | Foundation Trust Partner Member and Chief Executive, Midlands Partnership University NHS Foundation Trust |
| David Sidaway | Local Authority Partner Member and Chief Executive, Telford and Wrekin Council. |
| Dr Julian Povey | Primary Care Partner Member for Shropshire |
| Louise Barnett | Trust Partner Member and Chief Executive, Shrewsbury and Telford Hospital NHS Trust |
| Cllr Cecilia Motley | Portfolio Holder for Adult Social Care, Public Health and Communities, Shropshire Council |
| Cathy Purt | Non-Executive Director, Shropshire Community Health NHS Trust |
| Pauline Gibson | Non-Executive Director, Midlands Partnership University NHS Foundation Trust |
| Cllr Shaun Davies | Leader of Telford and Wrekin Council |

001.3 The Chair reported that the Annual Reports and Accounts 2022/23 for NHS Shropshire Telford and Wrekin CCG (Months 1-3) and NHS Shropshire Telford and Wrekin ICB (Months 4-12) would be presented. A presentation would also be given by the Chief Executive and Chief Finance Officer.

Minute No. AGM 27-09-002 - Declarations of Interest

002.1 Members had previously declared their interests, which were listed on the ICB's Register of Interests and was available to view on the website at:

[Register of Interests - NHS Shropshire, Telford and Wrekin
\(shropshiretelfordandwrekin.nhs.uk\)](https://shropshiretelfordandwrekin.nhs.uk)

Minute No. AGM 27-09-003 - Annual Reports and Accounts 2022/23

003.1 Mr Whitehouse gave a presentation looking back at the closedown of NHS Shropshire Telford and Wrekin CCG at the end of June 2022 and the establishment of NHS Shropshire Telford and Wrekin ICB on 1 July 2022.

003.2 Mr Whitehouse explained that as a result there were two sets of Annual Reports and Accounts for 2022/23 presented to the AGM. Mr Whitehouse recorded his thanks to the

Finance and Communications & Engagement Teams for their work in preparing and producing the reports and accounts.

- 003.3 Mr Whitehouse began his presentation by outlining the role and responsibilities of the Integrated Care Board (ICB) and the wide range of health and care services provided to the residents the ICB serves. Mr Whitehouse acknowledged the hard work and dedication of all staff across the system and partner organisations in providing high quality services to patients in the Shropshire, Telford and Wrekin geographical area.
- 003.4 Mr Whitehouse drew attention to the current and future challenges, and took the opportunity to look forward to 2023/24 and the increased partnership working with health, local authorities and voluntary sector colleagues to improve health outcomes and tackle health inequalities.
- 003.5 Mr Whitehouse reported that the ICB had approved the Joint Forward Plan (JFP) and Integrated Care Partnership Strategy, which provided a greater focus on prevention and self-care, and helping people to stay in their normal place of residence with the right support and access to high quality services when needed.
- 003.6 Against the context of challenges, Mr Whitehouse reported on the key achievements of the ICB and reasons to celebrate. These included reduced waiting times, increased GP appointments, progress of the Hospital Transformation Programme (HTP), development of Community Diagnostic Centre and Elective Hub, and Level 1 assessment (equivalent to outstanding) for provision of services and outcomes for children and young people with special educational needs and/or disabilities (SEND).
- 003.7 A short video was played highlighting the outputs from the Big Health & Wellbeing Conversation, which included significant patient and public engagement and involvement, utilising a number of engagement approaches to involve as many people as possible. As a result, over 45,000 interactions with patients and public across the county was achieved, with people having varied experiences and views of the local health and care services.
- 003.8 The data captured from the Big Health & Wellbeing Conversation would inform the five-year Joint Forward Plan and any proposed changes to local services would be co-designed in partnership with residents and stakeholders.

Minute No. AGM 27-09-004 – Financial Position of CCG and ICB

- 004.1 Mrs Skidmore reported on the financial position of NHS STW CCG in the 3-month period to 30th June 2022 and the 9-months of NHS STW ICB from 1st July 2022 to 31st March 2023. Mrs Skidmore highlighted that the accounts did not include NHS provider colleagues. Mrs Skidmore confirmed that both sets of accounts had been audited.
- 004.2 For NHS STW CCG, Mrs Skidmore reported that the CCG received an allocation of £245 million in the three-month period to 30th June 2022 and that a break-even position was delivered, which was £1.4m favourable against a planned deficit of £1.4m.
- 004.3 In terms of NHS STW ICB, Mrs Skidmore reported that the ICB received an allocation of £795 million in the nine month period to 31st March 2023. An in-year deficit of £21.8 million was delivered, which was £25.4m adverse against a planned £3.6m surplus. £13.9m of the

adverse movement relates to a system stretch efficiency target which was held within the ICB.

- 004.4 Mrs Skidmore reported on the ICB's areas of spend across the system, including acute hospital services, primary care, individual commissioning, community services and mental health services.
- 004.5 Mrs Skidmore referred to the ICB's Financial Plan for 2023/24 and the need to deliver a recovery trajectory and had set a deficit plan of £11.8m. Mrs Skidmore highlighted that as well as the need to deliver a long-term financially sustainable plan, there was also a need to ensure delivery of high quality and safe services.
- 004.6 The Chair noted that Mr Dunshea, ICB Audit Committee Chair, had presented his apologies for the meeting, but confirmation was received from Mrs Skidmore that the Audit Committee was satisfied with the annual accounts.

Minute No. AGM 27-09-005 – Closing Remarks and Thank You

- 005.1 The Chair opened the meeting to questions from members and the public.
- 005.2 Mrs Jeffery made reference to the Big Health & Wellbeing Conversation and noted that in the video presentation it was reported that 96% of the 45,000 respondents said they had access to the internet. Mrs Jeffery felt that this did not reflect what digital exclusion looked like in reality within Shropshire, Telford and Wrekin. Mrs Jeffery reported that a Digital Inclusion Network had been established in conjunction with Shropshire Council to look at this issue, as well as affordability, access and vulnerability. It was hoped that the Network would be extended to include Telford & Wrekin Council.
- 005.3 The Chair acknowledged the comment and recognised the need to ensure that access to IT and internet was accessible for all. Mrs Boampong concurred with the comments made and recognised that a large section of the population would not have responded to the Big Health & Wellbeing Conversation due to digital exclusion.
- 005.4 Dr Masood Ahmed, Chief Digital Information Officer, confirmed that the ICB had engaged with the National Team in relation to the Digital Inclusion Framework and had developed a Digital Strategy and roadmap, with a key focus on reducing digital exclusion.
- 005.5 Mrs Tina Long asked if there were any missed opportunities as a Board to work better together and, if there were, what learning could be taken to improve going forward. The Chair felt there were areas for improvement and advised that with the development of the Provider Collaboration it demonstrated that there was a commitment to partnership working and that this would be a key focus going forward, to include the wider system.
- 005.6 The Chair recorded his thanks to all Board members, attendees and observers for their contributions to the ICB.
- 005.7 The Chair reflected on the good work and achievements over the past 12 months of the CCG and ICB, and acknowledged that further work was required to deliver improvements in health and care services for the residents of Shropshire, Telford and Wrekin.
- 005.8 The Chair also noted that the ICB would not only work to improve health outcomes for the population it served, but would work closely with system partners to improve social and economic prosperity.

The Chair closed the meeting at 1.45pm