



Ref: FOIA Reference 2022/23-432

Royal Stoke University Hospital
Data, Security and Protection
Newcastle Road
Stoke-on-Trent
Staffordshire
ST4 6QG

Date: 15th November 2022

Email foi@uhnm.nhs.uk

Dear

I am writing to acknowledge receipt of your email dated 2nd November 2022 requesting information under the Freedom of Information Act (2000) regarding Executive team meetings.

As of 1st November 2014 University Hospitals of North Midlands NHS Trust (UHNM) manages two hospital sites – Royal Stoke University Hospital, and County Hospital (Stafford). Therefore the response below is for the two sites combined from that date where appropriate.

Q1 How much was spent on meetings of the executive directors, per month, in the period from January 2020 - September 2022?

A1 See below: note- these costs were for Executive Away Days and not for routine Executive Monthly meetings (for which there is **no** spend in the period)

Total £523.44.

Feb 2020 = £72.00
Sep 2021 = £179.52
Sep 2022 = £271.92

Q2 Can you give a rough breakdown of what this money was spent on (e.g. was it made up of refreshments, on meeting software, on room hire, etc.)?

A2 See below:

Feb 2020 = £72.00
Refreshments (£18.00)
Room Hire (£54.00)

Sep 2021 = £179.52
Refreshments (£47.52)
Room Hire (£132.00)

Sep 2022 = £271.92
Refreshments (£47.52)
Room Hire (£224.40)

Q3 How many meetings of the executive directors were held each month in the period from April 2020 - September 2022?

A3 See below:
The Executive Directors meet
1x weekly = Team Meeting
1x monthly = Pre Meet to Trust Board
1x quarterly = Executive Directors Away Day (please note that this didn't take place between March 2020 to May 2021 due to Covid)

Q4 How many members of staff make up the executive director team at your Trust?

A4 We have ten Executive Directors at the University Hospitals of North Midlands.

*Please note that any individuals identified do not give consent for their personal data to be processed for the purposes of direct marketing.

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An anonymised copy of this request can be found on the Trust's disclosure log, please note that all requests can be found at the following link: <http://www.uhnm.nhs.uk/aboutus/Statutory-Policies-and-Procedures/Pages/Freedom-of-Information-Disclosure-Log.aspx>

This letter confirms the completion of this request. A log of this request and a copy of this letter will be held by the Trust.

If you have any queries related to the response provided please in the first instance contact my office.

Should you have a complaint about the response or the handling of your request, please also contact my office to request a review of this. If having exhausted the Trust's FOIA complaints process you are still not satisfied, you are entitled to approach the Information Commissioner's Office (ICO) and request an assessment of the manner in which the Trust has managed your request.

The Information Commissioner may be contacted at:

Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF or via www.ico.org.uk.

If following review of the responses I can be of any further assistance please contact my secretary on 01782 671612.

Yours,



Leah Carlisle
Head of Data, Security & Protection/ Data Protection Officer