



Royal Berkshire
NHS Foundation Trust

Annual General Meeting

Information Guide



About the Annual General Meeting

Royal Berkshire NHS Foundation Trust, like all Foundation Trusts, depends on local people and communities being involved in the decision making process in how we spend our income and in the services we provide.

This year our Annual General Meeting has been scheduled for Monday 7 October 2024 at 5.30pm. The meeting will be held at the Meadow Suite, Park House, University of Reading, Whiteknights Campus, Reading, RG6 6UR with the option to attend physically or via webinar.

Our Annual General Meeting gives the local community a chance to come and hear about their local NHS, including an in-depth look at the Trust's performance for the year 2023/24 and our plans for the future.

We welcome staff, patients, carers, families and the public to attend. The doors will open from 4.30pm where you can find a number of showcasing stands and departments from within the Trust as well as our MEET PEET team offering free bookable mini health checks before the official event starts at 5.30pm.

There will also be an opportunity to put your questions to the Trust's Board of Directors at the meeting and you can submit those in advance.

We have put together an information guide for you that hopefully answers all your questions ahead of the meeting including information on how to find the event, joining virtually and submitting questions in advance.

We look forward to seeing some of you there.

Agenda

Annual General Meeting

Monday 7 October 2024

5.30pm – 7.00pm

The Meadow Suite, University of Reading, Whiteknights, Reading, RG6 6AH

| Item | Lead | Time |
|--|---|-------------|
| 1. Welcome and Introductions | Graham Sims, Chair | 5.30 – 5.40 |
| 2. Chief Executive: Improving Together Annual Report 2023/24 | Steve McManus, Chief Executive | 5.40 – 5.55 |
| 3. Financial Results for the Trust Year End March 2024 | Nicky Lloyd, Chief Finance Officer | 5.55 – 6.10 |
| 4. Lead Governor's Report | Sunila Lobo, Lead Governor, Council of Governors | 6.10 – 6.25 |
| 5. Questions | Graham Sims, Chair | 6.25 – 6.55 |
| 6. Close | Graham Sims, Chair | 6.55 – 7.00 |

Register to Attend

Attend in person

If you are planning on joining us in person then you do not need to register for the event. However, we do ask that you sign in on arrival to let us know you are there.

Attend virtually

The Annual General Meeting offers hybrid facilities therefore if you wish to attend remotely then please register via [Eventbrite](#) (or scan the QR code) where you will be able to access our Zoom Video Conference details.



Submit a question

There will also be an opportunity to put your questions to the Trust's Board of Directors at the meeting.

Questions can be submitted in advance of the meeting by emailing foundation.trust@royalberkshire.nhs.uk by Tuesday 1 October 2024 or at the meeting itself. You are not required to submit your questions in advance. However, if you do so it means that we will be able to provide you with a more comprehensive response at the meeting.

Free mini-health check with our Meet PEET team

Our Meet PEET team are kindly offering free mini health checks before the official event starts at 5.30pm. The health checks consist of blood pressure and sugar checks, height and weight and BMI and the team can signpost you to relevant services if there are any issues identified.

Find us

Park House

The Annual General Meeting is being held in the Meadow Suite in Park House (building number 8) on the University of Reading's Whiteknights campus and you will be directed to the appropriate room by the signage you will see on arrival.

You can take a tour of Park House here:
hospitalityuor.co.uk/venue-reading/virtual-tours/

Alternatively if you have what3words, you can follow the below link below for the address:

<https://w3w.co/echo.hats.tidy>  what3words



Getting to the University

We would encourage the use of public transport where possible as the University is very well connected via public transport, and you could lower your carbon footprint. Detailed information about how to get to the University of Reading can be found here: reading.ac.uk/findus and information on sustainable travel can be found here: <https://sites.reading.ac.uk/sustainability/travel/>

By Car:

The Whiteknights campus is approximately 1.5 miles from the M4 motorway.

Sat nav postcode for Shinfield Road and Pepper Lane entrances: RG6 6UR

Car Parking:

If you are travelling by car, please use Car Park 1a at the Shinfield Road entrance to the campus (Sports Park). There are closer car parks than Car Park 1a (such as 10), however these can get extremely busy during the week, and we would therefore recommend parking in Car Park 1a where you will also find signage directing you to Park House for your event.

If you will be arriving before 5pm, please print off the parking permit at the end of this information guide and display in the window of your vehicle. Alternatively printed permits will be made available on the day for collection either in Car Park 1a or at the entrance to Park House. If you arrive after 5pm or you do not need a parking permit anywhere on campus.

Failure to display a parking permit can result in a penalty notice being issued via an external company that the University are unable to cancel or refund.

If you require disabled or accessibility parking then please use the car park directly outside Park House (car park 15) otherwise we would recommend that you are dropped off outside Park House and then the car is moved to a suitable location. Please contact the team for more information.

By Train:

Reading train station is a mainline train station and is easily accessible from most other places in the UK. If you are travelling from or via London, the quickest route to take is from London Paddington station as you can be in Reading within 20 minutes. GWR's range of specialised rates for Group Travel can offer up to 26% in savings and reduce your carbon footprint by over 57% and will always deliver the best value travel for your group. For more information on this, please visit:

[Group Train Tickets and Rail Travel | Great Western Railway \(gwr.com\)](https://www.gwr.com)

By Bus:

Local buses, come directly through campus, and taxis run from outside Reading train station – please see [reading-buses.co.uk](https://www.reading-buses.co.uk) for current timetables. A single ticket from the town centre to campus is approx. £2, and a return ticket is approx. £4. Please ensure you have the correct fare as the bus driver cannot give change, contactless payment is now available. To plan your journey to campus via bus, please head to:

[Plan Your Journey to Campus](#)

Cycling:

The Whiteknights campus offers an ideal green environment for cyclists to explore the natural beauty the campus has to offer. We welcome responsible cyclists who follow our guidelines for sharing the space safely with other cyclists, pedestrians, and drivers. For further information regarding cycling to the campus, please visit <https://sites.reading.ac.uk/sustainability/travel/cycling/> where you can find out further information including where available [showers](#) are on campus.

Walking to campus:

The Whiteknights campus is within walking and cycling distance from local stations. The below link offers advice on how to reach both main entrances to our Whiteknights campus (at Shinfield Road and Earley Gate) on foot and you can follow the route planner via Google Maps.

<https://sites.reading.ac.uk/sustainability/travel/walking-to-the-university/>

By Taxi:

In partnership with the University of Reading, Yell Cars offer affordable 24h taxi services. They know the Reading Town centre and Whiteknights campus well. Prices will depend on the destination and number of passengers. You can see their latest fare prices by heading to <https://yellcars.com/fares/>. To book a taxi please call 0118 9660 660 or 0118 9666 555. Alternatively, you can book online by heading to <https://yellcars.com/>. Please use the below drop off point for Park House.

Let us walk you to your meeting venue:

The Whiteknights campus is a large estate and to assist you in finding Park House Venue Reading have created a walking route platform so you can navigate your way to the venue you are visiting from the car park.

You can check out the route ahead of your arrival, with a much faster version of the walkthrough, or at a walking pace when you arrive on campus and have parked in car park 1a.

There will soon be a sign at the start of the route where you can scan the QR code using your camera on your phone to launch the walking routes.

<https://www.hospitalityuor.co.uk/venue-reading/walking-routes>



Drop Off:

Please note that the drop off point for Park House is at the entrance to the driveway of Park House. There is an entrance with a ramp or a door directly into the Meadow Suite Lower Level as shown on the map below.



Additional Information

Accessibility:

There is an entrance with a ramp or a door directly into the Meadow Suite Lower Level.

Catering:

Please note that tea coffee and light snacks will be provided at the meeting. Milk alternatives will be provided.

Wi-Fi Access:

To access the free Sky Wi-Fi, you should turn on your Wi-Fi and select **'WiFi Guest'** (Not UoR guest) from the available network list. Your web browser should then open, and you will need to accept the terms and once you have clicked to confirm, you will be connected to the network.

Electric Vehicle Charging on Campus:

There are two electric vehicle charging points that are publicly available in our car parks. They are located in the SportsPark car park with capacity to charge up to four vehicles at once (Site 4031 and site 4059). This is shown as car park 1a on the attached map.

You can use the BP Pulse Live Map to check status and availability of ports:

<https://network.bppulse.co.uk/live-map/>

To use the facilities, users will be required to sign up to the BP Pulse (Polar) network. Membership is available on a monthly subscription or on a pay-as-you-go basis (please note that the pay-as-you-go scheme carries higher charges). Electricity will be charged at a standard rate of 44p/kWh to cover the University's electricity costs. Users will be able to charge their vehicles for a maximum of four hours per session, so that we can accommodate as many users as possible each day.

Cash:

The University campus is cashless in all University outlets. There is a cash point on the Whiteknights campus. The Barclays cash machine is located next to the Co-op. The Co-op is the only facility on campus that accepts cash.

We trust you have all the information you need, and we look forward to welcoming you to the Annual General Meeting at the University of Reading. Please do not hesitate to contact the Foundation Trust team to discuss any of the above or any other queries relating to the event.

We look forward to welcoming you to the Annual General Meeting 2024

Royal Berkshire NHS Foundation Trust

0118 322 5335 | Foundation.Trust@royalberkshire.nhs.uk | www.royalberkshire.nhs.uk

University of Reading parking permit for **RBFT AGM**

This permit is valid **08:00–17:00***.

* Permits are not required outside of these times. Permit not valid in car park 5.

Date:

07.10.24

Vehicle registration:

If you have any queries please contact:

Venue Reading 0118 378 5657

↑ Fold here

Parking is extremely limited and spaces may not be available.
You are strongly encouraged to use alternative means of transport:

www.reading.ac.uk/about/visit-us.aspx

This parking permit must be displayed when the vehicle
is parked on the University of Reading premises, and is valid
only for the event stated on the permit.

On arrival

- You must park in a designated bay.
- Display the parking permit so the details can be seen clearly from the outside.
- Do not leave valuables in your car.
- Failure to comply with the University's parking regulations may incur a charge.

i The parking regulations are available at:

www.reading.ac.uk/parking/visitors/park-visitors-parking.aspx



Park House Map

A
B
C
D
E

1 2 3 4 5 6 7

- Academic buildings
- Halls of residence
- Bus stop
- 1 Car parks
- E Pay & display
- * Car parks restricted to specific users (not available for UoR parking permit use)
- Primary pedestrian and cycle routes
- Secondary pedestrian and cycle routes
- - - - Unsurfaced/unlit paths
- 🚶 Pedestrian entrance
- 🚶 Pedestrian exit to Wokingham Road off-site housing
- ♿ Accessible toilets
- ♿♿ Gender-neutral toilets

Parking during a weekday
Car Park 1a

Park House
Meadow Suite
Blandford's
Blandford's Ante-room
Sibly

Closest parking at weekends



Park House

WHITEKNIGHTS CAMPUS

SAT NAV RG6 6UR | RG6 7BE FOR EARLEY GATE



Venue Reading
HOSPITALITY
University of Reading

