

## TRUST BOARD – PUBLIC SESSION AGENDA

**Venue:** Conference Room, Education Centre,  
Sandwell General Hospital

**Date:** 6<sup>th</sup> December 2018, 0930h – 1315h

**Members:**

Mr R Samuda (RSM) Chair  
 Ms O Dutton (OD) Vice Chair  
 Mr M Hoare (MH) Non-Executive Director  
 Mr H Kang (HK) Non-Executive Director  
 Ms M Perry (MP) Non-Executive Director  
 Cllr W Zaffar (WZ) Non-Executive Director  
 Prof K Thomas (KT) Non-Executive Director  
 Mr T Lewis (TL) Chief Executive  
 Dr D Carruthers (DC) Medical Director  
 Mrs P Gardner (PG) Chief Nurse  
 Ms R Barlow (RB) Chief Operating Officer  
 Ms D McLannahan (DM) Acting Director of Finance  
 Mrs R Goodby (RG) Director of People & OD  
 Miss K Dhani (KD) Director of Governance

**In attendance:**

Mrs C Rickards (CR) Trust Convenor  
 Mrs R Wilkin (RW) Director of Communications  
 Mr D Baker (DB) Director of Partnerships & Innovation  
 Miss C Dooley (CD) Head of Corporate Governance

Time	Item	Title	Reference Number	Lead
0930h	1.	<b>Welcome, Apologies and Declarations of Interest</b> <i>To declare any interests members may have in connection with the agenda and any further interests acquired since the previous meeting.</i> <b>Apologies:</b>	Verbal	Chair
0935h	2.	<b>Patient Story</b>	Presentation	PG
0950h	3.	<b>Questions from Members of the Public</b>	Verbal	Chair
0955h	4.	<b>Chair's Opening Comments</b>	Verbal	Chair
<b>UPDATES FROM THE BOARD COMMITTEES</b>				
1000h	5a	(a) receive the update from the <b>Charitable Funds Committee</b> meeting held on 15 <sup>th</sup> November 2018	TB (12/18) 001	WZ
		(b) receive the minutes from the <b>Charitable Funds Committee</b> meeting held on 13 <sup>th</sup> September 2018	TB (12/18) 002	WZ
1005h	5b	(a) receive the update from the <b>Public Health, Community Development and Equality Committee</b> meeting held on 15 <sup>th</sup> November 2018	TB (12/18) 003	KT
		(b) receive the minutes from the <b>Public Health, Community Development and Equality Committee</b> meeting held on 13 <sup>th</sup> September 2018	TB (12/18) 004	KT
1010h	5c	(c) receive the update from the <b>Digital Major Projects Authority</b> meeting held on 23 <sup>rd</sup> November 2018	TB (12/18) 005	MP
		(d) receive the minutes from the <b>Digital Major Projects Authority</b> meeting held on 26 <sup>th</sup> October 2018	TB (12/18) 006	MP

Time	Item	Title	Reference Number	Lead
1015h	5d	(a) receive the update from the <b>Quality and Safety Committee</b> held on 30 <sup>th</sup> November 2018	TB (12/18) 007	OD
		(b) receive the minutes from the <b>Quality and Safety Committee</b> held on 26 <sup>th</sup> October 2018	TB (12/18) 008	OD
1020h	5e	(a) receive the update from the <b>Finance and Investment Committee</b> held on 30 <sup>th</sup> November 2018	TB (12/18) 009	MH
		(b) receive the minutes from the <b>Finance and Investment Committee</b> held on 26 <sup>th</sup> October 2018	TB (12/18) 010	MH
<b>MATTERS FOR APPROVAL OR DISCUSSION</b>				
1030h	6.	<b>Chief Executive's Summary on Organisation Wide Issues</b>	TB (12/18) 011	TL
1045h	7.	<b>Integrated Quality and Performance Report</b>	TB (12/18) 012	TL
1100h	8.	<b>Monthly Risk Register Report</b>	TB (12/18) 013	KD
1110h		<b>BREAK</b>		
1120h	9.	<b>Mortality: Big Six Delivery Milestones</b>	TB (12/18) 014	DC
1135h	10.	<b>2018/19 Production Plan Assurance</b>	TB (12/18) 015	RB
1145h	11.	<b>2019/20 Paybill: Spend Reduction Plan</b>	TB (12/18) 016	RG
1155h	12.	<b>Staff Wellbeing: Mental Health Evaluation</b>	TB (12/18) 017	RG
1210h	13.	<b>November 4 hour Delivery: Lessons Learned</b>	TB (12/18) 018	RB
1230h	14.	<b>Imaging Sustainability</b>	TB (12/18) 019	RB
1250h	15.	<b>Financial Performance and Q4 Exit Plan</b>	TB (12/18) 020	DMc
<b>UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS</b>				
1305h	16.	<b>Minutes of the previous meeting and action log</b>	TB (12/18) 021	Chair
		To approve the minutes of the meeting held on 1 <sup>st</sup> November 2018 as a true/accurate record of discussions, and update on actions from previous meetings	TB (12/18) 022	Chair
<b>MATTERS FOR INFORMATION</b>				
	17.	<b>Any other business</b>	Verbal	Chair
	18.	<b>Details of next meeting: Public Trust Board meeting will be held on Thursday 3<sup>rd</sup> January 2019 at Rowley Regis Hospital</b>		