

## TRUST BOARD – PUBLIC SESSION AGENDA

**Venue:** Conference Hall, Nishkam Centre, 6 Soho Road,  
Handsworth, Birmingham. B21 9BH

**Date:** Thursday, 4<sup>th</sup> July 2019, 09:30-13:15

### Members:

Mr R Samuda (RS) 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 M Laverty (ML) 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 Dhami (KD) Director of Governance

### In attendance:

Mrs C Rickards (CR) Trust Convenor  
Mrs R Wilkin (RW) Director of Communications  
Dr N Makwana (NM) Group Director of Women's & Children  
Ms R Kaur (RK) Clinical Lead for Health Visiting  
Ms S Basra-Dhillon (SB) Clinical Lead, Sandwell School Health Nursing  
Ms F Mathias (FM) Clinical Nurse Specialist, Paediatric Allergy  
Ms L Hudson (LH) Clinical Nurse Specialist, Paediatric Diabetes  
Ms H Bray (HB) Clinical Lead for Complex Care Packages

### Board Support:

Ms M Bodh (MB) Interim Executive Assistant

Time	Item	Title	Reference Number	Lead
09:30	1.	<b>Welcome and Introductions</b> [for the purpose of the voice recorder]	Verbal	Chair
	2.	<b>Apologies:</b> Kate Thomas	Verbal	Chair
	3.	<b>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>	Verbal	Chair
09:35	4.	<b>Patient Story</b>	Presentation	PG
09:50	5.	<b>Questions from Members of the Public</b>	Verbal	Chair
09:55	6.	<b>Chair's Opening Comments</b>	Verbal	Chair
<b>UPDATES FROM THE BOARD COMMITTEES</b>				
10:00	7a	(a) Receive the update from the <b>Remuneration Committee</b> held on 6 <sup>th</sup> June 2019	TB (07/19) 001	HK
	7b	(a) receive the update from the <b>People and OD Committee</b> held on 28 <sup>th</sup> June 2019	TB (07/19) 002	ML
		(b) receive the minutes from the <b>People and OD Committee</b> held on 26 <sup>th</sup> April 2019	TB (07/19) 003	ML

Time	Item	Title	Reference Number	Lead
	7c	(a) receive the update from the <b>Quality and Safety Committee</b> held on 28 <sup>th</sup> June 2019	TB (07/19) 004	HK
		(b) receive the minutes from the <b>Quality and Safety Committee</b> held on 24 <sup>th</sup> May 2019	TB (07/19) 005	HK
	7d	(a) receive the update from the <b>Digital Major Projects Authority</b> held 28 <sup>th</sup> June 2019	TB (07/19) 006	MP
		(b) receive the minutes from the <b>Digital Major Projects Authority</b> held on 24 <sup>th</sup> May 2019	TB (07/19) 007	MP
	7e	(a) receive the update from the <b>Estate Major Projects Authority</b> held on 28 <sup>th</sup> June	TB (07/19) 008	RS
		(b) receive the minutes from the <b>Estate Major Projects Authority</b> held on 26 <sup>th</sup> April 2019	TB (07/19) 009	RS
<b>MATTERS FOR APPROVAL OR DISCUSSION</b>				
10:25	8.	<b>Chief Executive's Summary on Organisation Wide Issues</b>	TB (07/19) 010	TL
10:35	9.	<b>Integrated Quality and Performance Report - May</b>	TB (07/19) 011	TL
10:40	10.	<b>Risk Register Report</b>	TB (07/19) 012	KD
10:50	<b>BREAK</b>			
11:00	11.	<b>Quality Plan: thresholds and trajectories</b>	TB (07/19) 013	DC
11:20	12.	<b>Sickness turnaround trajectory and plan</b>	TB (07/19) 014	RG
11:35	13.	<b>Overview of children's services</b>	TB (07/19) 015	NM
11.45	13.1	<b>Health visiting services</b>	TB (07/19) 016	NM
11.55	13.2	<b>School health nursing</b>	TB (07/19) 017	NM
12.05	13.3	<b>Paediatric allergy service</b>	TB (07/19) 018	NM
12.15	13.4	<b>Paediatric diabetes service</b>	TB (07/19) 019	NM
12.25	13.5	<b>Children's Complex Care Team</b>	TB (07/19) 020	NM
12:40	13.6	<b>Children's Services: our Quality Plan targets</b>	TB (07/19) 021	NM
<b>MATTERS FOR INFORMATION / NOTING</b>				
12:55	14.	<b>Finance Report: Month 2 results and Q1 forecast</b>	TB (07/19) 022	DM
	15.	<b>NHS Regulatory Undertakings – monthly status update</b>	TB (07/19) 023	TL
	16.	<b>Annual Medical Revalidation Report</b>	TB (07/19) 024	DC
	17.	<b>7-day service standards and Board assurance return</b>	TB (07/19) 025	RB
<b>UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS</b>				

Time	Item	Title	Reference Number	Lead
13:10	18.	<b>Minutes of the previous meeting, action log and attendance register</b>	TB (07/19) 026	Chair
		<i>To approve the minutes of the meeting held on 6<sup>th</sup> June 2019 as a true/accurate record of discussions, and update on actions from previous meetings</i>	TB (07/19) 027	Chair
13:15	19.	<b>Any other business</b>		Chair
	20.	<b>Details of next meeting:</b> The Public Trust Board meeting will be held on <b>Thursday, 1<sup>st</sup> August 2019, 09:30-13:15</b> in the Conference Room, Education Centre at Sandwell General Hospital		