

TRUST BOARD – PUBLIC SESSION AGENDA

Venue:

Birmingham Chamber of Commerce, 75 Harborne Rd, Edgbaston, Birmingham B15 3DH

Date:

Thursday, 7th November 2019, 09:30 –13:00

Members:

Mr R Samuda (RS) Chair
 Mr M Laverty (ML) Non-Executive Director
 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
09:30	1.	Welcome, Apologies and Declarations of Interest <i>To declare any interests members may have in connection with the agenda and any further interests acquired since the previous meeting.</i> Apologies:	Verbal	RS
09:35	2.	Patient Story	Presentation	PG
	2.1	Evaluation of the performance of the Paro seals	TB (11/19) 001	PG
09:50	3.	Questions from Members of the Public	Verbal	RS
09:55	4.	Chair’s Opening Comments	Verbal	RS
UPDATES FROM THE BOARD COMMITTEES				
10:00	5a	(a) receive the update from the Audit and Risk Management Committee held on 3 rd October 2019	TB (11/19) 002	MP
		(b) receive the minutes from the Audit and Risk Management Committee held on 4 th July 2019	TB (11/19) 003	MP
10:05	5b	(a) receive the update from the People and OD Committee held on 25 th October 2019	TB (11/19) 004	ML
		(b) receive the minutes from the People and OD Committee held on 30 th August 2019	TB (11/19) 005	ML
10:10	5c	(a) receive the update from the Quality and Safety Committee held on 25 th October 2019	TB (11/19) 006	HK
		receive the minutes from the Quality and Safety Committee held on 30 th August 2019.	TB (11/19) 007	HK

Time	Item	Title	Reference Number	Lead
10:15	5d	(a) receive the update from the Digital Major Projects Authority held on 25 th October 2019	TB (11/19) 008	MP
		(b) receive the minutes from the Digital Major Projects Authority held on 30 th August 2019	TB (11/19) 009	MP
10:20	5e	(a) receive the update from the Estate Major Projects Authority held on 25 th October 2019	TB (11/19) 010	RS
		(b) receive the update from the extra ordinary Estate Major Projects Authority held on 3 rd October 2019	TB (11/19) 011	RS
		(c) receive the minutes from the Estate Major Projects Authority held on 30 th August 2019	TB (11/19) 012	RS
MATTERS FOR APPROVAL OR DISCUSSION				
10:25	6.	Chief Executive's summary on organisation wide issues	TB (11/19) 013	TL
10:45	7.	Integrated quality and performance report	TB (11/19) 014	TL
10:55	8.	Monthly risk register report	TB (11/19) 015	KD
11:05	9.	BREAK		
11:15	10.	Speak up scorecard	TB (11/19) 016	KD
11:25	11.	STP five year plan: Noting the submission	TB (11/19) 017	TL
11:40	12.	2020/21 finances: Trust and wider system	TB (11/19) 018	DM
11:55	13.	Winter readiness and beyond	TB (11/19) 019	RB
12:15	14.	Mid-year review of serious clinical incidents	TB (11/19) 020	KD
12:25	15.	Quality Plan: Action plans	TB (11/19) 021	DC
12:35	16.	Local induction assessment	TB (11/19) 022	RG
MATTERS FOR INFORMATION / NOTING				
12:40	17.	Finance Report: Month 6 2019/20	TB (11/19) 023	DM
12:45	18.	NHS Regulatory Undertakings: monthly status update on agency and four hour standard	TB (11/19) 024	TL
12:50	19.	Leavers audit	TB (11/19) 025	RB
12:55	20.	Ratified ICS and STP Minutes	TB (11/19) 026	TL
	21.	Application of Trust Seal	TB (11/19) 027	KD
UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS				
13:00	22.	Minutes of the previous meeting and action log	TB (11/19) 028	RS
		To approve minutes of the meeting held on 3 rd October 2019 as an accurate record of discussions, and update on actions from previous meetings	TB (10/19) 029	RS
	23.	Any other business	Verbal	Chair
	24.	Details of next meeting of the Public Trust Board: Thursday, 5th December 2019 in the Conference Room, Education Centre at Sandwell General Hospital.		