

# TRUST BOARD – PUBLIC SESSION AGENDA

**Venue:** Training Room 2, Rowley Regis Hospital, Moor Lane,  
Rowley Regis, B65 8DA

**Date:** Thursday, 2<sup>nd</sup> January 2020,  
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  
 Mr A Kenny (AK) Director of Estates and NH  
 Mr M Sadler (MS) Acting CIO

Time	Item	Title	Reference Number	Lead
09:30	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
09:35	2.	<b>Patient Story</b>	Verbal	PG
09:50	3.	<b>Questions from Members of the Public</b>	Verbal	Chair
09:55	4.	<b>Chair's Opening Comments</b>	Verbal	Chair
<b>UPDATES FROM THE BOARD COMMITTEES</b>				
10:00	5a	(a) receive the update from the extraordinary <b>Estates Major Projects Authority</b> held on 10 <sup>th</sup> December 2019	TB (01/20) 001	RS
10:05	5b	(b) receive the update from the <b>People and OD Committee</b> held on 19 <sup>th</sup> December 2019	TB (01/20) 002	ML
		(c) receive the minutes from the <b>People and OD Committee</b> held on 25 <sup>th</sup> October 2019	TB (01/20) 003	ML
<b>MATTERS FOR APPROVAL OR DISCUSSION</b>				
10:05	6.	<b>Chief Executive's Summary on Organisation Wide Issues</b>	TB (01/20) 004	TL
10:25	7.	<b>Integrated Quality and Performance Report</b>	TB (01/20) 005	TL
10:45	8.	<b>Monthly Risk Register Report</b>	TB (01/20) 006	KD
11:00	9.	<b>BREAK</b>		

Time	Item	Title	Reference Number	Lead
11:10	10.	Serious Incident mid-year review: update on actions	TB (01/20) 007	KD
11:25	11.	Flu update: Route to 85%	TB (01/20) 008	RG
11:35	12.	Midland Metropolitan Hospital: Next steps	TB (01/20) 009	TL
11:50	13.	Retention plan 2020	TB (01/20) 010	RG
12:10	14.	Staffing our wards in 2020/21	TB (01/20) 011	PG
12:25	15.	Optimisation trajectories Q4	TB (01/20) 012	RB
12:35	16.	Delivering the emergency care standard	TB (01/20) 013	RB
12:45	<b>MATTERS FOR INFORMATION / NOTING</b>			
	17.	Finance Report: Month 8 2019/20	TB (01/20) 014	DM
	18.	Draft 2020/21 budget paper [as per FIC]	TB (01/20) 015	DM
	19.	NHS Regulatory Undertakings: monthly status update on agency and four hour standard	TB (01/20) 016	TL
	20.	Application of the Trust Seal	TB (01/20) 017	KD
	<b>UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS</b>			
13:00	21.	<b>Minutes of the previous meeting and action log</b> To approve the minutes of the meeting held on 5 <sup>th</sup> December 2019 as a true/accurate record of discussions, and update on actions from previous meetings	TB (01/20) 018 TB (01/20) 019	Chair Chair
	<b>MATTERS FOR INFORMATION</b>			
	22.	Any other business	Verbal	Chair
	23.	<b>Details of next meeting of the Public Trust Board:</b> Thursday, 6 <sup>th</sup> February 2020 in the Haywood Lecture Theatre, Postgraduate Education Centre at City Hospital.		