

# Sandwell and West Birmingham Hospitals

NHS Trust

## TRUST BOARD – PUBLIC SESSION AGENDA

**Venue:** Hayward Room, Education Centre at City Hospital  
Supported by WebEx.

**Date:** Thursday, 2<sup>nd</sup> April 2020,  
09:30 – 13:15

**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  
Mrs L Writtle (LW) Assoc Non-Executive Director  
Mr T Lewis (TL) Chief Executive  
Dr D Carruthers (DC) Medical Director  
Mrs P Gardner (PG) Chief Nurse  
Mr L Kennedy (LK) Chief Operating Officer  
Ms D McLannahan (DM) Chief Finance Officer  
Mrs R Goodby (RG) Director of People & OD  
Miss K Dhama (KD) Director of Governance

**In attendance:**

Mrs R Wilkin (RW) Director of Communications  
Mr D Baker (DB) Director of Partnerships & Innovation  
Mrs R Biran (Rbi) Assoc. Director of Corporate Governance

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> Harjinder Kang	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 <b>People &amp; OD Committee</b> held 27 <sup>th</sup> March 2020.	TB (04/20) 001	KT
		(b) receive the minutes from the <b>People &amp; OD Committee</b> held on 24 <sup>th</sup> January 2020	TB (04/20) 002	KT
10:05	5b	(a) receive the update from the <b>Quality and Safety Committee</b> held on 27 <sup>th</sup> March 2020.	TB (04/20) 003	RS
		(b) receive the minutes from the <b>Quality and Safety Committee</b> held 28 <sup>th</sup> February 2020.	TB (04/20) 004	RS
10:10	5c	(a) receive the update from the <b>Digital Major Projects Authority</b> held 27 <sup>th</sup> March 2020.	TB (04/20) 005	MP
		(b) receive the minutes from the <b>Digital Major Projects Authority</b> held on 28 <sup>th</sup> February 2020.	TB (04/20) 006	MP

Time	Item	Title	Reference Number	Lead
10:15	5d	(a) receive the update from the <b>Estate Major Projects Authority</b> held 27 <sup>th</sup> March 2020.	TB (04/20) 007	RS
		(b) receive the minutes from the <b>Estate Major Projects Authority</b> held on 10 <sup>th</sup> December 2019	TB (04/20) 008	RS
<b>MATTERS FOR APPROVAL OR DISCUSSION</b>				
10:20	6.	<b>Chief Executive's Summary on Organisation Wide Issues</b>	TB (04/20) 009	TL
10:35	7.	<b>Integrated Quality and Performance Report</b>	TB (04/20) 010	TL
10:50	8.	<b>Monthly Risk Register Report</b>	TB (04/20) 011	KD
11:05	9.	<b>BREAK</b>		
11:20	10.	<b>COVID-19 Update</b>	TB (04/20) 012	TL/PG
11:40	11.	<b>2020/21 Finance Plan</b>	TB (04/20) 013	DM
12:00	12.	<b>welearn: Programme Update</b>	TB (04/20) 014	KD
12:15	13.	<b>Annual declaration against Workforce Standards</b>	TB (04/20) 015	RG
12:30	14.	<b>Results endorsement</b>	TB (04/20) 016	DC
<b>MATTERS FOR INFORMATION / NOTING</b>				
12:45	15.	<b>Finance Report: Month 10 2019/20</b>	TB (04/20) 017	DM
	16.	<b>NHS Regulatory Undertakings: monthly status update on agency and four hour standard</b>	TB (04/20) 018	TL
	17.	<b>Application of the Trust Seal</b>	TB (04/20) 019	KD
	18.	<b>Register of interests: Board declarations</b>	TB (04/20) 020	KD
<b>UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS</b>				
13:15	19.	<b>Minutes of the previous meeting and action log</b>	TB (04/20) 021	Chair
		To approve the minutes of the meeting held on 5 <sup>th</sup> March 2020 as a true/accurate record of discussions, and update on actions from previous meetings	TB (04/20) 022	Chair
<b>MATTERS FOR INFORMATION</b>				
	20.	<b>Any other business</b>	Verbal	Chair
	21.	<b>Details of next meeting of the Public Trust Board: Thursday, 7<sup>th</sup> May at Tower Hill Partnership Medical Practice, 433 Walsall Road, Perry Barr, Birmingham, B42 1BT</b>		