

# Sandwell and West Birmingham Hospitals

NHS Trust

## TRUST BOARD – PUBLIC SESSION AGENDA

**Venue:** Being held via WebEx Meetings  
(joining details within Outlook Calendars)

**Date:** Thursday, 1st October 2020,  
09:30 – 12:45

### 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  
 Cllr W Zaffar (WZ) Non-Executive Director  
 Prof K Thomas (KT) Non-Executive Director  
 Mrs L Writtle (LW) Non-Executive Director  
 Mr T Lewis (TL) Chief Executive  
 Dr D Carruthers (DC) Medical Director  
 Mr L Kennedy (LK) Chief Operating Officer  
 Ms D McLannahan (DM) Chief Finance Officer  
 Mrs R Goodby (RG) Director of People & OD  
 Miss K Dhami (KD) Director of Governance  
 Ms K French (KF) Interim Chief Nurse

### In attendance:

Mrs R Wilkin (RW) Director of Communications  
 Mr D Baker (DB) Director of Partnerships & Innovation  
 Ms S Rudd (SR) Associate 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> Toby Lewis, Kam Dhami, Lesley Writtle	Verbal	Chair
	2.	<b>Chair's Opening Comments</b>	Verbal	Chair
	3.	<b>Questions from Members of the Public</b>	Verbal	Chair
	4.	<b>Patient Story</b>	Verbal	KF
10.00	<b>Updates from Board Committees:</b>			
5b	(a)	receive the update from the <b>Quality and Safety Committee</b> held on 25 <sup>th</sup> September 2020.	TB (10/20) 001	HK
	(b)	receive the minutes from the <b>Quality and Safety Committee</b> held on 28th August 2020.	TB (10/20) 002	HK
5c	(a)	receive the update from the <b>Digital Major Projects Authority</b> held on 25 <sup>th</sup> September 2020.	TB (10/20) 003	MH
	(b)	receive the minutes from the <b>Digital Major Projects Authority</b> held on 28th August 2020.	TB (10/20) 004	MH
5d	(a)	receive the update from the <b>Finance and Investment Committee</b> held on 25 <sup>th</sup> September 2020	TB (10/20) 005	MH
	(b)	receive the minutes of the <b>Finance and Investment Committee</b> held on 28 <sup>th</sup> August 2020	TB (10/20) 006	MH

Time	Item	Title	Reference Number	Lead
	5e	(a) receive the update from the <b>Public Health, CD and Equality Committee</b> held on 28th September 2020	TB (10/20) 007	KT
		(b) receive the minutes of the <b>Public Health, CD and Equality Committee</b> held on 31st July 2020	TB (10/20) 008	KT
<b>MATTERS FOR APPROVAL OR DISCUSSION</b>				
10.15	6.	<b>COVID-19: Overview</b>	TB (10/20) 009	DC
10.35	7.	<b>COVID-19: Restoration and recovery</b>	TB (10/20) 010	LK
<b>BREAK</b>				
11.15	8.	<b>Winter Plan</b>	TB (10/20) 011	LK
11.25	9.	<b>CQC progress update</b>	Verbal	KF
11.30	10.	<b>Freedom to Speak Up - update</b>	Verbal	KF
<b>REGULAR MATTERS</b>				
11:35	11.	<b>Chief Executive's Summary on Organisation Wide Issues</b>	TB (10/20) 012	DC
11:45	11.1	Integrated Quality and Performance Report	TB (10/20) 013	DC
12:00	11.2	a) Finance Report: Month 05 2020/21 and Covid Finance	TB (10/20) 014	DM
12:15	11.3	Trust Risk Report	TB (10/20) 015	KF
12:25	11.5	NHS Regulatory Undertakings: monthly status update on agency and four hour standard	TB (10/20) 016	DC
12:35	12.	<b>Application of the Trust Seal</b>	TB (10/20) 017	DC
<b>UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS</b>				
12:40	14.	<b>Minutes of the previous meeting and action log</b> To approve the minutes of the meeting held on 3rd September 2020 as a true/accurate record of discussions, and update on actions from previous meetings	TB (10/20) 018 TB (10/20) 019	Chair Chair
<b>MATTERS FOR INFORMATION</b>				
12:45	15.	<b>Any other business</b>	Verbal	Chair
	16.	<b>Details of next meeting of the Public Trust Board: Thursday, 5th November 2020 via WebEx Meetings</b>		