

TRUST BOARD – PUBLIC SESSION AGENDA

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

Date: Thursday, 3rd December 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
 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
 Ms F Mahmood (FM) Joint Acting Director of
 People & OD
 Miss K Dhami (KD) Director of Governance
 Ms K French (KF) Interim Chief Nurse

In attendance:

Ms M Roberts (MR) Acting Chief Operating Officer
 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. | 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: Toby Lewis, Liam Kennedy | Verbal | Chair |
| | 2. | Chair's Opening Comments | Verbal | Chair |
| | 3. | Questions from Members of the Public | Verbal | Chair |
| | 4. | Freedom to Speak Up | TB (12/20) 001 | KF |
| 10.10 | Updates from Board Committees: | | | |
| 10.10 | 5a | (a) receive the update from the Quality and Safety Committee held on 27 th November 2020. | TB (12/20) 002 | HK |
| | | (b) receive the minutes from the Quality and Safety Committee held on 30 th October 2020. | TB (12/20) 003 | HK |
| | 5b | (a) receive the update from the Digital Major Projects Authority held on 27 th November 2020. | TB (12/20) 004 | MH |
| | | (b) receive the minutes from the Digital Major Projects Authority held on 30 th October 2020. | TB (12/20) 005 | MH |

| Time | Item | Title | Reference Number | Lead |
|---|------|---|----------------------------------|----------------|
| | 5c | (a) receive the update from the Finance & Investment Committee held on 27th November 2020 | TB (12/20) 006 | MH |
| | | (b) receive the minutes of the Finance & Investment Committee held on 28th August 2020 | TB (12/20) 007 | MH |
| | 5d | (a) receive the update from the Estates Major Projects Authority meeting held on 27th November 2020 | TB (12/20) 008 | RS |
| | 5e | (a) receive the update from the Charitable Funds Committee held on 12 th November 2020 | TB (12/20) 009 | WZ |
| | | (b) receive the minutes of the Charitable Funds Committee held on 6 th August 2020 | TB (12/20) 010 | WZ |
| MATTERS FOR APPROVAL OR DISCUSSION | | | | |
| 10:30 | 6. | COVID-19: Overview | TB (12/20) 011 | DC |
| 10:40 | 7. | COVID-19: Restoration and recovery | TB (12/20) 012 | MR |
| 10:50 | 8. | Trust Risk Report | TB (12/20) 013 | KF |
| 11:00 | 9. | Gender Balance – Women Empowering Women | TB (12/20) 014 | SC |
| BREAK | | | | |
| 11:30 | 10. | Fulfilling our Equality, Diversity and Inclusion Commitments | TB (12/20) 015 | FM |
| 11:40 | 11. | Fully Staffed – Improving Retention in SWB | TB (12/20) 016 | FM |
| 11:50 | 12. | Serious Incident report | TB (12/20) 017 | KF |
| REGULAR MATTERS | | | | |
| 12:00 | 13. | Chief Executive’s Summary on Organisation Wide Issues | TB (12/20) 018 | DC |
| 12:15 | 12.1 | Integrated Quality and Performance Report | TB (12/20) 019 | DC |
| 12:30 | 12.2 | Finance Report: Month 07 2020/21 | TB (12/20) 020 | DM |
| 12:40 | 12.3 | NHS Regulatory Undertakings: monthly status update on agency and four hour standard | TB (12/20) 021 | DC |
| 12:50 | 13. | Application of the Trust Seal | TB (12/20) 022 | DC |
| UPDATE ON ACTIONS ARISING FROM PREVIOUS MEETINGS | | | | |
| 12:55 | 14. | Minutes of the previous meeting and action log To approve the minutes of the meeting held on 5th November 2020 as a true/accurate record of discussions, and update on actions from previous meetings | TB (12/20) 023 TB (12/20) 024 | Chair Chair |
| MATTERS FOR INFORMATION | | | | |
| 13:00 | 15. | Any other business | Verbal | Chair |
| | 16. | Details of next meeting of the Public Trust Board: Thursday, 7th January 2021 via WebEx Meetings | | |