BIRMINGHAM AND SOLIHULL MENTAL HEALTH NHS FOUNDATION TRUST Board of Directors Public Meeting, 10.15, Wednesday 7 October 2026, Uffculme Centre AGENDA				
Ref	**Item**	**Purpose**	**Report type**	**Time**
Service User Talk 10.15-10.30				
1	**Chair's Welcome and Introduction**			10.30
2	**Apologies for absence**			
3	**Declarations of interest**			
4	**Minutes of meeting held on 5 August 2026**	Approval	Enc	10.35
5	**Matters arising from meeting held on 5 August 2026**	Assurance	Enc	
6	**Chair's Report** *Phil Gayle, Chair*	Assurance	Enc	10.40
7	**Chief Executive and Director of Operations Report** *Roisin Fallon-Williams, Chief Executive Officer and Vanessa Devlin, Executive Director of Operations*	Assurance	Enc	10.45
8	**Board Assurance Framework** *Kat Cleverley, Company Secretary*	Assurance	Enc	10.55
9	**Integrated Performance Report** *Dave Tomlinson, Executive Director of Finance*	Assurance	Enc	11.00
Care and Communities				
10	**Quality, Patient Experience and Safety Committee Report** *Nick Moor, Non-Executive Director*	Assurance	Enc	11.05
11	**Quality and Safety Report** *Lisa Stalley-Green, Chief Nurse*	Assurance	Enc	11.10
12	**Safeguarding Annual Report and Assurance Statement** *Mel Yates, Head of Safeguarding*	Approval	Enc	11.20
Culture				
13	**People Committee Report** *Sue Bedward, Non-Executive Director*	Assurance	Enc	11.30
14	**Medical Directorate Annual Report** *Fabida Aria, Executive Medical Director*	Approval	Enc	11.35
15	**Freedom to Speak Up Guardian Quarterly Report** *Kirsten Jones, Chief AHP/Interim Deputy Director of Quality, Safety and Experience**	Assurance	Enc	11.40
Creativity				
16	**Finance, Performance and Productivity Committee Report** *Bal Claire, Non-Executive Director*	Assurance	Enc	11.50
17	**Finance Report** *Dave Tomlinson, Executive Director of Finance*	Assurance	Enc	11.55
18	**Winter Plan** *Vanessa Devlin, Executive Director of Operations*	Approval	Enc	12.00
19	**Audit Committee Report** *Winston Weir, Non-Executive Director*	Assurance	Enc	12.10
20	**Caring Minds Committee Report** *Monica Shafaq, Non-Executive Director*	Assurance	Enc	12.15
21	**Risk Appetite Framework** *Kat Cleverley, Company Secretary*	Approval	Enc	12.20
22	**Risk Management Policy** *Kat Cleverley, Company Secretary*	Approval	Enc	12.25
Reflections				
23	**Living the Trust Values** *Sue Bedward, Non-Executive Director*		Verbal	12.30
24	**Board Assurance Framework reflections**		Verbal	12.35
25	**Any other business**		Verbal	12.40
26	**Questions from Governors and members of the public**			
Close by 12.45 **Date and Time of Next Meeting: Wednesday 2 December 2026, 10.15**				

**Note: Emma Randle, Lead Freedom to Speak Up Guardian, is on annual leave*

BIRMINGHAM AND SOLIHULL MENTAL HEALTH NHS FOUNDATION TRUST Minutes of the Public Board of Directors Meeting Wednesday 5 August 2026, 10.30, Uffculme Centre			
Members	Phil Gayle	PG	Chair
	Fabida Aria	FA	Executive Medical Director
	Nick Moor	NM	Non-Executive Director
	Sue Bedward	SB	Non-Executive Director
	Bal Claire	BC	Non-Executive Director/Deputy Chair
	Vanessa Devlin	VD	Executive Director of Operations
	Roisin Fallon-Williams	RFW	Chief Executive Officer
	Patrick Nyarumbu	PN	Deputy CEO/Executive Director of Strategy, People and Partnerships
	Lisa Stalley- Green	LSG	Executive Director of Quality and Safety/Chief Nurse
	Dave Tomlinson	DT	Executive Director of Finance
	Winston Weir	WW	Non-Executive Director
Attending	Hannah Sullivan	HS	Corporate Governance Manager (minutes)
	Zalika Geohaghon	ZG	Lead Nurse Consultant/Deputy Director for Infection Prevention and Control (Item 12 only)
	Emma Patterson	EP	Head of Research and Development (item 13 only)
	Alex Copello	AC	Associate Director of Research and Development (item 13 only)
	Hari Shanmugaratnam	HSh	Guardian of Safe Working Hours (item 15 only)
	Jas Kaur	JK	Head of EDI
Observers	There were no observers at the meeting.		

Ref	Item
0	The Board of Directors were joined by Charlotte Tolley, Advanced Nurse Practitioner and Family and Carer Inclusion and Engagement Lead, and Richard Taylor, Digital Transformation Specialist who shared their story focussing on making carer involvement more visible through the development of a co-produced Carer Check-in Tool and a redesign of RiO to improve the identification of carers, strengthen engagement, support safe information sharing and enable more meaningful reporting. CT highlighted the current challenges in consistently identifying carers, evidencing meaningful engagement, recording decisions around information sharing and reporting the support offered to carers. It was highlighted that key information relating to carers is often fragmented across patient records, which can make it difficult for staff to identify carers consistently, understand their role, evidence engagement or ensure that appropriate support has been offered. CT and RT advised the Board that the co-produced Carer Check-in Tool had been developed to provide a structured and consistent approach to engaging with carers. The tool is intended to support collaborative conversations, improve documentation, strengthen the recording of carer involvement and generate more consistent data to inform service evaluation, quality improvement and organisational learning. It was noted that Version 13 of the tool was nearing completion and was ready for final refinement prior to implementation. RT led a discussion regarding the proposed redesign of RiO and the importance of ensuring that carers have a dedicated and visible space within the electronic patient record. The Board recognised that, without a clear and structured section for carer information, the carers' voice risked being diluted within wider clinical documentation. This could limit the visibility of carers' contributions, reduce the ability of staff to record and access key information consistently, and make it more difficult to demonstrate the support provided to carers across services. CT highlighted that the current recording arrangements do not sufficiently showcase the significant and positive work undertaken by the Trust with families and carers. It was acknowledged that staff across the organisation undertake valuable engagement and support work with carers, but that this is not always visible, reportable or

easy to evidence within existing systems. The redesign of RiO was therefore viewed as an important opportunity to strengthen the Trust's ability to demonstrate the impact of its work with carers, improve accountability and support a more consistent approach to carer involvement across services.

RT noted that the RiO redesign would support a safer, more streamlined and reportable system for recording carer information. This would help ensure that carer involvement, information-sharing decisions, support offered and key engagement activity are recorded in a more consistent and accessible way. It was further noted that introducing a structured approach to recording carer information would support safer information sharing, improve the quality and consistency of care, strengthen accountability and enable more meaningful reporting and service improvement.

The Board recognised the importance of ensuring that the redesign is not solely a technical change but also a cultural and practice-based improvement. Members noted that embedding a dedicated carer space within RiO would help reinforce the Trust's commitment to families and carers, support staff to do the right thing more easily, and ensure that carer involvement becomes more visible and embedded within routine clinical practice. This was considered particularly important in supporting the Trust's ambition to move from good individual examples of carer engagement to a more consistent, Trust-wide approach.

CT noted that the Carer Check-in Tool was initially being developed within FIRST, with the opportunity for wider organisational adoption across the Trust. The Board discussed the potential benefits of implementing the tool beyond FIRST and recognised the need to consider the appropriate level of ambition for wider Trust-wide implementation.

RT confirmed that the redesign of RiO was planned for January/February 2027, with a further review to be brought back to the Trust Board in April 2027. This would provide the Board with an opportunity to review progress, consider the impact of the redesign and receive assurance on implementation, visibility of carer information, reporting arrangements and the continued development of the Carer Check-in Tool.

PG welcomed the development of the Carer Check-in Tool and highlighted the benefits of a structured carer care plan. He noted that the approach would help staff better understand and respond to the complexities often experienced within family relationships and would strengthen carer involvement within care planning.

DET queried how the proposed tool aligned with local authority carer assessments and whether opportunities existed to strengthen links between the Trust and local authority assessment processes.

CT advised that there are three categories of local authority carer assessments and that the proposed care plan aligned well with the principles underpinning these arrangements. She noted the Trust's responsibility to offer support to carers and explained that the tool was being developed as a directory of resources. CT highlighted the benefits of the approach not being clinician-led, creating greater opportunity to establish rapport with carers and enabling more meaningful engagement.

FA welcomed the inclusion of an "I want help" option within the tool, describing it as a clear and accessible function that would make it easier for carers to identify and request support. She also recognised the significant commitment and dedication demonstrated by RT in supporting the development of the tool.

BC commended the work undertaken to date and sought assurance regarding any barriers that could impact delivery and implementation.

CT acknowledged that working within the current RiO system remained challenging and advised that successful implementation would depend upon securing staff engagement and buy-in to ensure the tool was adopted and used consistently across services.

RFW expressed confidence that staff would support the initiative once they became aware of its benefits and highlighted the need for effective promotion and communication to support implementation. She suggested that any resource concerns could be partially addressed through professional development opportunities and emphasised that listening to and supporting carers is the responsibility of all staff across the organisation.