














Board of Directors (Open)

Notice is hereby given of the 102nd Board of Director meeting on Wednesday, 12th April 2017 at 10 a.m. in the Tudor Board Room, Fulwood Conference and Training Centre, Old Fulwood Road, Sheffield S10 3TH when the following business will be conducted:

A G E N D A

Time (mins)	No	Item		Brought by:
10am	1.	Welcome & Apologies: Welcome remarks and a formal noting of apologies for absence will be made by the Trust Chair.	v	Ms. J. Brown Chair
	2.	Declarations of Interest: To receive any declarations of interest from Board Members	v	Ms. J. Brown Chair
	3.	Minutes of the Board of Directors Meeting Held on 8th March 2017 To receive and approve the minutes of the Open Board of Directors' meeting held on 8 th March 2017		
	4.	Matters Arising & Action Log To consider matters arising from the minutes of the Open Session of the Board of Directors' meeting		
Governance				
10:20am	5.	CQC Provider Report and high level action plan i) Summary Report ii) Provider Report iii) High Level Action Plan		Ms L Lightbown Executive Director
10:30am	6.	Controlled Drugs Report <i>Peter Pratt in attendance</i>		Dr M Hunter Medical Director
10:40am	7.	Governance for the Policy Approval Process		Ms. M. Saunders Director of Corporate Governance (Board Secretary)
10:50am	8.	Staff Survey Results		Mr D Wilson HR Director




11:00am	9.	Quality Impact Assessment (QIA) Procedure 2017/18 	Ms L Lightbown Executive Director
11:10am	10.	Annual Report (DRAFT) 	Ms. M. Saunders Director of Corporate Governance (Board Secretary)
Strategy			
11:20am	11.	Research and Development Strategy Update 	Dr M Hunter Medical Director
Performance Management			
11:35am	12.	Service Performance	
		i Service Performance Dashboard for the period 1 st April to 28 th February 2017. 	Mr P Easthope Executive Director
		ii Staffing Capacity & Capability Report to 28 th February 2017 	Ms. L Lightbown Executive Director
Assurance: Risk Management & Internal Control			
11.55am	13.	Board Risk Profile  To receive for information, discussion and approval	Ms. M. Saunders Director of Corporate Governance (Board Secretary)
12 noon	14.	Register of Sealings (October 2016 – March 2017) 	Ms. M. Saunders Director of Corporate Governance (Board Secretary)
Board Stakeholder Relations & Partnerships			
12:05pm	15.	Chair's Update  To receive the Chair's update on various matters	v Ms. J Brown Chair
12:10pm	16.	Governor's & Membership Matters  To receive updates on Governor and Membership matters and provide Board members with the opportunity to respond to questions from Governors	v Ms J Brown Chair
Executive Management Updates			
12:15pm	17.	Chief Executive's Verbal Update  To receive the Chief Executive's verbal update on various matters.	v Mr. K Taylor Chief Executive
18. Papers for Information and Assurance			
12:20pm	19.	Associate Mental Health Act Managers Quarter 2/3 Report 	Ms. L Lightbown Executive Director
12:30pm	20.	Board Committees – Significant Issues Reports: To receive Significant Issues Report and Minutes from:	
		i Quality Assurance Committee	
		a) Minutes of the Quality Assurance Committee held on 27 th Feb 2017 	Mr. M Thomas Non Executive Director & QAC Chair
		b) Significant Issues Report from meeting held on 27 th March 2017 	

12:35pm	21.	Any Other Urgent Business To consider any other urgent business to be discussed in the presence of members of the public and press	v	Ms. J Brown Chair
	22.	Chief Executive’s Announcement of Confidential Business <i>In the interest of probity the Chief Executive will announce the commencement of confidential business in accordance with the published agenda</i>	v	Mr. K Taylor Chief Executive
	23.	Chair’s Announcement to Exclude Members of the Public and the Press from the Remainder of the Meeting <i>In accordance with Standing Order 3.1 of the Board of Directors’ Standing Orders, members of the public and press be excluded from the remainder of the meeting for reasons of confidentiality and business sensitivity of matters to be discussed.</i>	v	Ms J Brown Chair
12:40pm	Break			

Board of Directors (Confidential)

A G E N D A

Time (mins)	No	Item	Brought by:
1:10pm	24.	Declarations of Interest: To receive any declarations of interest from Board Members	Ms. J Brown Chair
	25.	Minutes of the Confidential Board of Directors Meeting Held on 8th March 2017 To receive and approve the minutes of the Confidential Session of the Board of Directors' meeting held on 8 th March 2017.	
	26.	Matters Arising & Action Log To consider matters arising from the minutes of the Confidential Session of the Board of Directors' meeting	
Performance Monitoring			
1:35pm	27.	Finance Report To receive for information, assurance and discussion the Confidential Finance Report for the period 1 st April to 28 th February 2017	Mr. P Easthope Executive Director
Assurance: Risk Management & Internal Control			
1:50pm	28.	Confidential Board Risk Profile To receive for information, discussion and approval	Ms. M. Saunders Director of Corporate Governance (Board Secretary)
1:55pm	29.	Capital Business Case – Provision of new electricity supply, switch room and generator	Mr. P Easthope Executive Director
Executive Management Updates			
2:00pm	30.	Chief Executive's Confidential Update To receive the Chief Executive's confidential verbal update on various matters	Mr. K Taylor Chief Executive
Papers for Information and Assurance			
2:10pm	31.	Board Committees – Significant Issues Reports: Finance and Investment Committee i Minutes of the Finance and Investment Committee	Mr. R Mills Non Executive

		held on 27 th February 2017		Director & FIC Chair
		ii Significant Issues Report from meeting held on 27 th March 2017		
	32.	Executive Directors' Group Minutes		Mr. K Taylor Chief Executive
		To receive for information notes from the Executive Directors Group meetings		
	33.	Community Mental Health Team Reconfiguration Update		Mr. C Clarke Deputy Chief Executive
2:25pm	34.	Any Other Urgent Confidential Business		
2:30pm		Close		

**Date and time of the next Board of Directors meeting, Wednesday 10th May 2017
at 10am, Tudor Boardroom, SHSC, Fulwood Conference & Training Centre,
Old Fulwood Road, Sheffield, S10 3TG**

Margaret Saunders, Director of Corporate Governance (Board Secretary)
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