

## BOARD OF DIRECTORS MEETING (Open)

Date: 13 December 2017

Item Ref:

08

<b>TITLE OF PAPER</b>	<b>Introduction of Enhanced Disclosure and Barring Service Check for Governors</b>
<b>TO BE PRESENTED BY</b>	Margaret Saunders, Director of Corporate Governance (Board Secretary)
<b>ACTION REQUIRED</b>	For approval

<b>OUTCOME</b>	To ensure that all necessary measures have been taken to ensure the integrity of governors and to provide further assurance to board regarding the fitness of governors.
<b>TIMETABLE FOR DECISION</b>	13 December 2017
<b>BAF OBJECTIVE No AND TITLE</b>	Strategic Aim: Value for Money Strategic Objective: A4 01 BAF: A4 01ii Trust Governance Systems are not sufficiently embedded
<b>LINKS TO OTHER KEY REPORTS / DECISIONS</b>	Corporate Risk Register Board Assurance Framework
<b>LINKS TO OTHER RELEVANT FRAMEWORKS BAF, RISK, OUTCOMES ETC</b>	Provider Licence SHSC Constitution SHSC Volunteer Policy SHSC Criminal Records, Checking, Disclosure and Barring Service (DBS) Policy and Procedure
<b>IMPLICATIONS FOR SERVICE DELIVERY AND FINANCIAL IMPACT</b>	Risk of reputational damage due to inappropriate or unlawful behaviour of governors
<b>CONSIDERATION OF LEGAL ISSUES</b>	Compliance with Governance requirements of NHS Improvement including Trust Provider Licence.

<b>Author of Report</b>	Sam Stoddart
<b>Designation</b>	Deputy Board Secretary
<b>Date of Report</b>	1 December 2017

## SUMMARY REPORT

---

**Report to:** Board of Directors

**Date:** 13 December 2017

**Subject:** Introduction of Disclosure & Barring Service Check for Governors

**From:** Margaret Saunders, Director of Corporate Governance (Board Secretary)

**Prepared by:** Sam Stoddart, Deputy Board Secretary

---

### 1. Purpose

This paper provides the Board with assurance on the introduction of disclosure & barring service (DBS) checks for Governors and outlines the approach being taken.

### 2. Summary

Following the conviction of a SHSC governor in March 2017 the Trust has reviewed its governance processes in relation to governor appointments. Currently, the Trust requires governors to complete and sign the annual fit and proper person test declaration which includes questions regarding:

- being convicted for an offence,
- being in breach of the Companies Act as a director or under Section 60 of the Companies Act 2006.
- being subject to direction under Section 142 of the Education Act 2002
- being placed on the sex offenders register

In order to strengthen the assurance provided to Board regarding the fitness of governors to undertake the role the Trust will now introduce enhanced DBS checks for Governors in line with good practice.

### 3. Governor ID Badges

Governors will also be provided with a revised design of photo badge.

### 5. Next Steps

Governor enhanced DBS checks and issuing of the revised design of photo badges will commence with immediate effect.

### 5. Required Actions

Board is asked to:

- Note the introduction of DBS checks for all Governors with immediate effect
- Note the issuing of revised governor photo badges and
- approve three yearly DBS checks in line with their re-appointment as a governor.

## **6. Monitoring Arrangements**

A progress report will be brought to EDG in six months from the date of implementation.

## **7. Contact Details**

For further information, please contact:

Margaret Saunders

Director of Corporate Governance (Board Secretary)

Tel: (0114) 305 0727

Email: [Margaret.Saunders@shsc.nhs.uk](mailto:Margaret.Saunders@shsc.nhs.uk)