

Board of Directors - Open

Notice is hereby given of the 115th Board of Directors on Wednesday, 11 July 2018 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

Observer: Honor Hamshaw, Inspector and SHSC Relationship Holder, CQC

Time	No	Item	Brought by:
10:00am	1.	Welcome & Apologies: Mr R Mills Welcome remarks and a formal noting of apologies for absence will be made by the Trust Chair.	Ms. J. Brown Chair
	2.	Declarations of Interest: To receive any declarations of interest from Board Members	
	3.	Minutes of the Board of Directors meeting held on 9 May 2018 and 13 June To receive and approve the minutes of the Open Session of the Board of Directors' meeting held on 9 May and 13 June 2018 .	Ms. J Brown Chair
	4.	Matters Arising & Action Log To consider matters arising from the minutes of the Open Session of the Board of Directors' meeting	
10:05am	11.	Controlled Drugs Accountable Officer (CDAO) - Annual Report (Peter Pratt, CDAO in attendance)	Dr. M Hunter, Medical Director
Strategy			
10:25am	5.	Community Wellbeing Strategy (Dr Fiona Goudie, Clinical Director for Strategic Partnerships in attendance)	Mr. K Taylor, Chief Executive
10:50am	6.	Digital Integrated Mental Healthcare Programme (DIMHP) - Strategic Outline Case (Nicola Haywood-Alexander, Director of IMST, in attendance)	Mr. P Easthope Executive Director
Performance Management			
11:15am	7.	Service Performance i Service Performance Dashboard for the period 1 to 31 May 2018	Mr P Easthope Executive Director

11:30am		ii Safer Staffing Reports for period 1 April to 31 May 2018		Ms. L Lightbown Executive Director
11:40am		iii Contractual Arrangements (S75) with Sheffield City Council Update		Mr. C Clarke Deputy Chief Executive
Assurance: Risk Management & Internal Control				
11:50am	8.	Corporate Governance i. Board Assurance Framework 2018/19 ii. Corporate Risk Register		Ms. M. Saunders Director of Corporate Governance (Board Secretary)
12 noon Comfort Break				
Governance				
See earlier	9.	Controlled Drugs Accountable Officer (CDAO) - Annual Report <i>(Peter Pratt, CDAO in attendance)</i>		Dr. M Hunter, Medical Director
12:10pm	10.	Annual Appraisal and Revalidation Report (Medical)		Dr. M Hunter, Medical Director
12:25pm	11.	Register of Interests & Register of Hospitality, Sponsorship & Gifts		Ms. M. Saunders Director of Corporate Governance (Board Secretary)
12:30pm	12.	Eliminating Single Sex Accommodation (EMSA)		Mr. C Clarke Deputy Chief Executive
Board Stakeholder Relations & Partnerships				
12:50pm	13.	Chair's Update To receive the Chair's update on various matters	V	Ms. J Brown Chair
12:55pm	14.	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		Ms J Brown Chair
Executive Management Updates				
1:00pm	15.	Chief Executive's Update To receive the Chief Executive's verbal update on various matters i. ACP Programme Director Update ii. Hospital Services Review (Trust response)	V  	Mr. K Taylor Chief Executive Ms. M Saunders Director of Corporate Governance (Board Secretary)
Papers for Information and Assurance				
1:10pm	16.	Mental Health Act Monitoring Visit - Q4 Performance Report		Ms. L Lightbown Executive Director
	17.	Improving Attendance Annual Report		Mr. D Wilson Director of Human Resources
	18.	Learning from Deaths – Mortality Dashboard		Dr. M Hunter, Medical Director

1:25pm	<p>19. Board Committees – Significant Issues Reports: To receive Significant Issues Report and Minutes from:</p> <p>i Quality Assurance Committee (QAC) a) Minutes of the Quality Assurance Committee held 22 May 2018 b) Significant Issues Report from the meeting held on 20 June 2018</p> <p>ii Audit Committee (AC) a) Minutes of the Audit Committee held 23 April 2018</p> <p>iii Finance, Information and Performance Committee (FIP) a) Significant Issues Report from the meeting held on 26 June 2018 b) Terms of Reference for FIP</p>	<p>Ms. S Keene Non Executive Director & QAC Chair</p> <p>Mrs. A Stanley Non Executive Director & AC Chair</p> <p>Mr. R Mills Non Executive Director & FIP Chair</p>
	<p>20. Any Other Urgent Business To consider any other urgent business to be discussed in the presence of members of the public and press</p> <p>21. 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></p> <p>22. 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></p>	<p>Ms. J Brown Chair</p> <p>Mr. K Taylor Chief Executive</p> <p>Ms J Brown Chair</p>
<p>1:30pm Close</p>		

Date and time of the next Board of Directors meeting

Wednesday 12 September 2018 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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