














## Board of Directors - Open

Notice is hereby given of the 116th Board of Directors on Wednesday, 12 September 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

Time	No	Item	Brought by:
10:00am	1.	<b>Welcome &amp; Apologies:</b> Welcome remarks and a formal noting of apologies for absence will be made by the Trust Chair.	Ms. J. Brown Chair
	2.	<b>Declarations of Interest:</b> To receive any declarations of interest from Board Members	
	3.	<b>Minutes of the Board of Directors meeting held on 11 July 2018</b> To receive and approve the minutes of the Open Session of the Board of Directors' meeting held on 11 July 2018	Ms. J. Brown Chair
	4.	<b>Matters Arising &amp; Action Log</b> To consider matters arising from the minutes of the Open Session of the Board of Directors' meeting	
<b>Strategy</b>			
10:10am (30 mins)	5.	<b>Sheffield Learning Disabilities Services: a strategic case for building comprehensive community focussed support</b> <i>(Dr David Newman in attendance)</i>	Mr. C Clarke Deputy Chief Executive
10:40am (20 mins)	6.	<b>Accountable Care Partnership Update</b> <i>(Becky Joyce, Programme Director in attendance)</i>	Mr. K Taylor Chief Executive
<b>Performance Management</b>			
11:00am	7.	<b>Service Performance Dashboard for the period ending 31 July 2018</b>	Mr P Easthope Executive Director
	8.	<b>Safer Staffing Reports for period 1 June to 31 July 2018</b>	Ms. L Lightbown Executive Director
	9.	<b>Staff Survey 2017 Update</b> <i>(Liz Johnson in attendance)</i>	Mr. D Wilson Director of Human Resources

	10.	<b>Contractual Agreements with Sheffield City Council</b> 	Mr. C Clarke Deputy Chief Executive
	11.	<b>Non Agenda for Change Contracts – National Pay Award</b> 	Mr. D Wilson Director of Human Resources
<b>11:50am Comfort Break</b>			
<b>Governance</b>			
12 noon	12.	<b>Controlled Drugs Accountable Officer Amendment)</b> 	Dr. M Hunter Medical Director
12:10pm	13.	<b>Associate Mental Health Act Managers (AMHAM) Q1 Report</b> 	Ms. J. Brown Chair
12:30pm	14.	<b>Trust Constitution (Amendments)</b> 	Ms. M. Saunders Director of Corporate Governance (Board Secretary)
12:40pm	15.	<b>Guardian of Safe Working Q1 Report</b> 	Dr. M Hunter Medical Director
<b>Board Stakeholder Relations &amp; Partnerships</b>			
1:00pm	16.	<b>Chair's Update</b> To receive the Chair's update on various matters V	Ms. J Brown Chair
1:05pm	17.	<b>Governor's &amp; Membership Matters</b>  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
<b>Executive Management Updates</b>			
1:10pm	18.	<b>Chief Executive's Verbal Update</b> V To receive the Chief Executive's verbal update on various matters	Mr. K Taylor Chief Executive
<b>Papers for Information and Assurance</b>			
1:15pm	19.	<b>Annual Reports</b> i. Infection, Prevention and Control   ii. Workforce Race Equality Standard (WRES) Metrics 2018 and progress against Trust targets  <i>(Liz Johnson in attendance)</i>	Ms. L Lightbown Executive Director  Mr. D Wilson Director of Human Resources
1:25pm	20.	<b>Board Committees – Significant Issues Reports:</b> To receive Significant Issues Report and Minutes from:  <b>i Quality Assurance Committee (QAC)</b> a) Minutes of the Quality Assurance Committee held 20 June 2018.  b) Significant Issues Report from the meeting held on 23 July 2018   <b>ii Audit Committee (AC)</b> a) Minutes of Audit Committee held 24 May 2018  	Ms. S Keene Non Executive Director & QAC Chair  Mrs. A Stanley Non Executive

	<p>b) Significant Issues Report from the meeting held on 17 July 2018</p> <p>c) Terms of Reference</p>		Director & AC Chair
	<p>iii <b>Workforce and Organisation Development Committee (WODC)</b></p> <p>a) Minutes of the Workforce and Organisation Committee held on 24 April 2018</p> <p>b) Significant Issues Report from the meeting held on 31 July 2018</p>		Prof. L Serrant Non Executive Director & WODC Chair
	<p><b>21. Any Other Urgent Business</b> To consider any other urgent business to be discussed in the presence of members of the public and press</p>	V	Ms. J Brown Chair
	<p><b>22. Chief Executive's Announcement of Confidential Business</b> <i>In the interest of probity the Chief Executive will announce the commencement of confidential business in accordance with the published agenda</i></p>	V	Mr. K Taylor Chief Executive
	<p><b>23. Chair's Announcement to Exclude Members of the Public and the Press from the Remainder of the Meeting</b> <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>	V	Ms J Brown Chair
<b>1:30pm Close</b>			

**Date and time of the next Board of Directors meeting**

**Wednesday 10 October 2018 at 10am**

**Tudor Boardroom, SHSC, Fulwood Conference & Training Centre, Old Fulwood Road,  
Sheffield, S10 3TG**

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

[Margaret.saunders@shsc.nhs.uk](mailto:Margaret.saunders@shsc.nhs.uk) Tel: 3050727

Sharon Sims, Board Support [Sharon.sims@shsc.nhs.uk](mailto:Sharon.sims@shsc.nhs.uk) Tel: 2716370