

















Board of Directors - Open

Notice is hereby given of the 126th Board of Directors on Wednesday 13 November 2019 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		Service User Experience Sheffield Community Brain Injury Rehabilitation Team (SCBIRT)		
10:20am		Welcome & Apologies: Welcome and formal noting of apologies for absence.	V	Ms. J Brown Chair
	1.	Declarations of Interest: To receive any declarations of interest from members	V	Ms. J Brown Chair
	2.	Minutes of the Board of Directors meeting held on 9 October 2019 To receive and approve the minutes of the Open Board of Directors' meeting held on 9 October 2019		
	3.	Matters Arising & Action Log To consider matters arising from the minutes of the Open Session of the Board of Directors' meeting		
Strategy				
10:30am	4.	Reducing Harm from Tobacco Work Programme Review (<i>Moira Leahy, Clinical Psychologist</i>)		Dr M Hunter Medical Director
10:50am	5.	a) Social Media Approach 2019-2020 b) Trust Visual Identify - Strapline (<i>Holly Cubitt, Head of Communications</i>)		Mr P Easthope Interim Deputy Chief Executive
11:05am	6.	Primary Care Mental Health Update Transformation Programme (Presentation) (<i>Dr Fiona Goudie, Clinical Director for Strategic Partnerships</i>)		Mr. C Clarke Interim Chief Executive
Performance Management				
11:20am	7.	Service Performance Dashboard for the period ending 30 September 2019		Mr P Easthope Interim Deputy Chief Executive
11:35am	8.	Safer Staffing for period ending 30 September 2019		Ms. L Lightbown, Executive Director

11:45am	9.	Deep Dive – Sickness Absence		Mr. D Wilson, Director of Human Resources
12:10pm	Comfort Break			
Governance				
12:15pm	10.	Guardian of Safe Working Report (Quarter 2)		Dr M Hunter Medical Director
12:20pm	11.	Senior Information Risk Owner (SIRO) Annual Report		Mr P Easthope Interim Deputy Chief Executive
12:25pm	12.	a) Register of Interests and Register of Hospitality, Sponsorship and Gifts (revised) b) Leave of Absence for Non-Executive Director during Parliamentary Campaign	 	Mr P Easthope Interim Deputy Chief Executive
12:35pm	13.	SHSC Corporate Calendar 2020		Mr P Easthope Interim Deputy Chief Executive
Board Stakeholder Relations & Partnerships				
12:40pm	14.	Chair's Update To receive the Chair's update on various matters	V	Ms. J Brown Chair
12:45pm	15.	Governor & 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				
12:50pm	16.	Interim Chief Executive's Verbal Update To receive the Interim Chief Executive's verbal update on various matters	V	Mr. C Clarke Interim Chief Executive
Papers for Information and Assurance				
1:00pm	17.	Mortality Report (Quarter 1)		Dr M Hunter Medical Director
1:10pm	18.	Associate Mental Health Act Managers (AMHAM) Report (Quarter 2)		Ms. J Brown Chair
1:15pm	19.	Board Committees – Significant Issues Reports: a) Audit and Risk Committee (ARC) a) Minutes of the meeting held 16 July 2019 b) Significant Issues Report from the meeting held 15 October 2019 b) Quality Assurance Committee (QAC) a) Minutes of the meeting held 23 September 2019 b) Significant Issues Report from the meeting held 21 October 2019 c) Finance, Information & Performance Committee (FIPC) a) Significant Issues Report from the meeting held 21 October 2019 & Revised Terms of Reference	    	Mrs. A Stanley, Non-Executive Director & ARC Chair Mrs. S Keene, Non-Executive Director & QAC Chair Mr R Mills, Non-Executive Director & FIPC Chair

		d) Workforce and Organisation Development Committee (WODC) a) Minutes from the meeting held on 24 July 2019 b) Significant Issues Report from the meeting held 5 November 2019	 	Ms H Smith, Non-Executive Director & WODC Chair
	20.	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
	21.	Interim Chief Executive's Announcement of Confidential Business <i>In the interest of probity the Interim Chief Executive will announce the commencement of confidential business in accordance with the published agenda</i>	V	Mr. C Clarke Interim Chief Executive
	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>	V	Ms. J Brown Chair
1:30pm		Close		

Date and time of the next Board of Directors meeting
Wednesday 11 December 2019 at 10am
Tudor Boardroom, SHSC, Fulwood Conference & Training Centre, Old Fulwood Road,
Sheffield, S10 3TG

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