

#### Key Purpose of the Board

- Establishing vision, mission and values
- Setting strategy and agreeing structure
- Resource allocation
- Performance management
- Exercising accountability to shareholders
- Being responsible to stakeholders
- Monitoring the external environment in terms of political/market positioning

**AGENDA**  
**ECCH ASSURANCE FRAMEWORK BOARD**  
**TUESDAY 5<sup>TH</sup> JULY 2022, 9.30 AM – 1.00 PM**  
**Conference Room, Hamilton House**

**Chair: Tony Osmanski**

| AGENDA ITEM   | LEAD            | REPORT      | CQC       |
|---|-----------------|-------------|-----------|
| 1 Apologies   | T Osmanski      | Verbal      | 8, 17     |
| 2 Declaration of Conflict of Interest:<br>The Chair and members of this meeting are reminded that if they have any pecuniary interest, direct or indirect, in any contract, proposed contract or other matter which is the subject of consideration, they must, as soon as practicable after the commencement of the meeting disclose that fact and not take part in the consideration or discussion of the contract, proposed contract or other matter, nor vote on any question with respect to it. | All             | Verbal      | 8, 17     |
| <b>MINUTES &amp; ACTIONS</b>  |                 |             |           |
| 3 Minutes for sign-off  | T Osmanski      | Sign-Off    | 8, 17     |
| 4 Review actions  | T Osmanski      | Review      | 8, 17     |
| <b>ASSURANCE</b>  |                 |             |           |
| 5 Report from the Chair   | T Osmanski      | Information | 8, 17     |
| 6 Report from the Chief Executive Officer   | I Hutchison     | Information | 8, 17     |
| 7 Report from the Staff Directors   | Staff Directors | Information | 8, 17     |
| 8 Shareholder Report  | S Bragg         | Approval    | 8, 17     |
| <b>SCHEDULE OF BUSINESS</b>   |                 |             |           |
| 9 Quality Account   | C Weller        | Approval    | 8, 17     |
| 10 Fit and Proper Persons Annual Declaration  | D French        | Approval    | 8, 17, 18 |
| <b>GOVERNANCE</b>   |                 |             |           |
| 11 Record of Business - Integrated Governance Committee   | A McCreadie     | Information | 8, 17     |
| 12 Record of Business - Audit Committee   | I Hacon         | Information | 8, 17     |
| 13 Board Assurance Framework  | P Benton        | Assurance   | 8, 17     |
| 14 Governance Review  | P Benton        | Discussion  | 8, 17     |
| 15 Staff Survey   | D French        | Information | 8, 17, 18 |
| 16 Well-Led Discussion  | P Benton        | Discussion  | 8, 17, 18 |
| <b>OPERATIONAL REPORTING</b>  |                 |             |           |
| 17 Operational and Contract Performance   | A Madin         | Information | 8, 17     |

COMPASSION

ACTION

RESPECT

EVERYONE

WE LISTEN, WE LEARN, WE LEAD | MY ACCOUNTABILITY, MY RESPONSIBILITY  
RESPECT OUR RESOURCES; PEOPLE, TIME, MONEY | WORK TOGETHER, ACHIEVE TOGETHER

|                                       |                       |         |             |       |
|---------------------------------------|-----------------------|---------|-------------|-------|
| 18                                    | Financial Performance | S Bragg | Information | 8, 17 |
| <b>SPECIFIC TOPICS FOR DISCUSSION</b> |                       |         |             |       |
| 19                                    | Any Other Business    | All     | -           | 8, 17 |

| CQC - FUNDAMENTAL STANDARDS |                                   |
|-----------------------------|-----------------------------------|
| Regulation                  | Standard                          |
| Reg 5                       | Fit and proper persons: Directors |
| Reg 8                       | General                           |
| Reg 9                       | Person-centred care               |
| Reg 10                      | Dignity and respect               |
| Reg 11                      | Consent                           |
| Reg 12                      | Safety                            |
| Reg 13                      | Safeguarding from abuse           |
| Reg 14                      | Food and drink                    |
| Reg 15                      | Premises and equipment            |
| Reg 16                      | Complaints                        |
| Reg 17                      | Good governance                   |
| Reg 18                      | Staffing                          |
| Reg 19                      | Fit and proper persons employed   |
| Reg 20                      | Duty of candour                   |
| Reg 20a                     | Display of ratings                |

| 5 KEY LINES OF ENQUIRY |
|------------------------|
| SAFE                   |
| EFFECTIVE              |
| CARING                 |
| RESPONSIVE             |
| WELL-LED               |