

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 FOR THE ECCH ASSURANCE FRAMEWORK BOARD

TUESDAY 4TH JUNE 2024, 9.30 AM – 1.00 PM

Conference Room, Hamilton House

Chair: Andy Wood

| AGENDA ITEMS | LEAD | REPORT | CQC |
|---|-------------|-----------|-----------|
| GENERAL (9.30 – 10.15) | | | |
| 1 Apologies | A Wood | | 8, 17 |
| 2 Welcome and Introductions: Victoria Brown, Finance Accounts Assistant and Shareholder | | | |
| 3 Declaration of Conflict of Interest: 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 |
| 4 Minutes | A Wood | Sign-Off | 8, 17 |
| 5 Review Actions | A Wood | Review | 8, 17 |
| 6 Report from the Chair | A Wood | Update | 8, 17 |
| 7 Report from the Chief Executive Officer | I Hutchison | Update | 8, 17 |
| 8 Report from the Staff Directors | R King | Update | 8, 17, 18 |
| CHAIR'S ASSURANCE REPORTS (10.15 – 11.30 with 15 minute break at 11.00) | | | |
| 9 Quality Committee Report and discussion | J Thallon | Assurance | 8, 17 |
| 10 Audit & Risk Committee Report and discussion | J Niland | Assurance | 8, 17 |
| 11 PPF Committee Report and discussion | T Cannell | Assurance | 8, 17 |
| 12 Chair/Non-Executive Director Visits – Programme and Updates | A Wood | Update | 8, 17, 18 |
| ITEMS FOR ASSURANCE OR APPROVAL (11.30 - 12.50) | | | |
| 13 Board Assurance Framework and Corporate Risk Register | L Notley | Assurance | 8, 17, 18 |
| 14 Contract Review Update | S Berry | Update | 8, 17 |
| 15 Quality Account | C Weller | Review | 8, 17 |
| 16 Shareholder Report | S Bragg | Approval | 8, 17, 18 |
| 17 Board Effectiveness | A Wood | Assurance | 8, 17, 18 |
| 18 NED Term of Office | A Wood | Approval | 8, 17, 18 |
| ITEMS OF ANY OTHER BUSINESS (12.50 – 13.00) | | | |
| 19 Any Other Business and Close | 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 |