**Board of Directors: Code of Conduct**

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| **Purpose of Agreement** | To outline the behaviours and requirements expected of the Board  |
| **Reference Number** | Solent/Corporate / BoDCoC/01  |
| **Version** | Version 10 |
| **Name of Approving****Committees/Groups** | Board of Directors  |
| **Operational Date** | November 2021 (Agreed via Chairs action 23/11/2021) |
| **Document Review Date** | November 2022 |
| **Document Sponsor (Name & Job****Title)** | Catherine Mason, Chair Sue Harriman, CEO |
| **Document Manager (Name & Job****Title)** | Rachel Cheal, Chief of Staff and Corporate Affairs  |

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|  Version | Summary of amendments |
| 2 | Overall document review and incorporation of Regulation 5 Fit and Proper Person requirements – amended Appendix 2. |
| 3 | Annual Review- updated section 3.1 to reflect new organisational values, changes made to reference ‘Members Council’ throughout, no other material amendments required |
| 4 | Annual Review  |
| 5 | Overall document review- updates made to:* Referencing General Data Protection Regulation (section 5.5, pg4)
* Referencing new policy title ‘Managing Conflicts of Interest’ (section 8.4, pg5)
* Appendix 2 Self-declaration updated following approval of the Fit and Proper Person SOP at the Feb 2018 Governance and Nominations Committee (removing reference to Monitor /FT)
* Appendix 3 – referencing SolNET (the Trust’s intranet) and updated Board report template to be used
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| 6  | Annual Review and deletion of reference to the Members Council  |
| 7 | Amended ref. to Fit and Proper Person requirements as per amended Standing Orders – as presented to Dec 2019 Governance and Nominations Committee, and to Feb 2020 Board  |
| 8 | Annual review  |
| 9 | Annual review  |
| 10 | Emphasised applicability of Code of Conduct and requirements of Fit and Proper Person /e-searches |

*Foreword – this Code of Conduct applies specifically to the Board of Directors (as defined below); however the principles described equally apply to all members of staff.*

**1. Introduction**

1.1 High standards of corporate and personal conduct are an essential component of public services. Solent NHS Trust is required to comply with the principles of best practice applicable to corporate governance in the NHS/health sector and with any relevant Code of practice.

1.2 The purpose of this Code is to provide clear guidance on the standards of conduct and behaviour expected of the Board of Directors.

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| **For the purpose of this document the Board of Directors/ Directors means, Board members (voting), non-voting (i.e. other executive directors) and those who are advisors to the board (and therefore regular attendees) and those Directors that are considered part of the Executive Team (reporting directly to the CEO)** |

1.3 This Code forms part of the framework designed to promote the highest possible standards of conduct and behaviour within the Trust.

1.4 The Code is intended to operate in conjunction with the Standing Orders. The Code applies at all times when the Board are carrying out the business of the Trust or representing the Trust. Due consideration should always be given to the public nature of the role and how conduct and behaviour in all settings can reflect upon the Trust.

* 1. The Board must also comply with the statutory and general duties requirements conferred by legislation as set out in the NHS Act 2006 (“NHS Act”), as amended by the Health & Social Care Act 2012 (“HSCA”).

1.6 The Board must also comply with the following;

* [Standards for NHS Board Members](http://www.professionalstandards.org.uk/docs/psa-library/november-2012---standards-for-board-members.pdf?sfvrsn=0) 2012
* [Code of Conduct - Code of Accountability in the NHS 2004](http://www.nhsbsa.nhs.uk/Documents/Sect_1_-_D_-_Codes_of_Conduct_Acc.pdf)

**2. Principles of public life**

All Directors are expected to abide by the Nolan principles of: selflessness, integrity, objectivity, accountability, honesty, transparency and leadership:

2.1 Selflessness**:** Holders of public office should act solely in terms of the public interest: they should not do so in order to gain financial or other benefits for themselves, their family or their friends.

2.2 Integrity**:** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.

2.3 Objectivity**:** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit alone.

2.4 Accountability**:** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

2.5 Openness: Holders of public office should be as open as possible about all the decisions and actions they take: they should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

2.6 Honesty:Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.

* 1. Leadership: Holders of public office should promote and support these principles by leadership and example.

**3. Corporate vision & values**

3.1 Solent NHS Trust Board of Directors will also adhere to the following organisational values developed with staff and the Board:



The Board have agreed a set of values-based behaviours that should be upheld in all interactions. These behaviours form part of the Board appraisal and development programme.

**4. General Principles**

4.1 The Board of Directors has a duty to conduct business with probity, to respond to staff, patients and suppliers impartially, to achieve value for money from the public funds with which they are entrusted and to demonstrate high ethical standards of personal conduct.

4.2 The general duty of the Board of Directors and of each Director individually, is to act with a view to promoting the success of the Trust so as to maximise the benefits for service users and for the public.

4.3 The Board of Directors therefore undertakes to set an example in the conduct of its business and to promote the highest corporate standards of conduct. The Board of Directors will lead in ensuring that the provisions of the Standing Orders, Financial Standing Orders and an accompanying Scheme of Delegation conform to best practice and serve to enhance standards of conduct.

4.4 The Board of Directors expects that this Code will inform and govern the decisions and conduct of all Directors.

**5. Confidentiality and Access to Information**

5.1 Directors must comply with the Trust’s confidentiality policies and procedures.

5.2 Directors must not disclose any confidential information, except in specified lawful circumstances.

5.3 Information on decisions made by the Board of Directors and information supporting those decisions should be made available in a way that is understandable.

5.4 Positive responses should be given to reasonable requests for information and in accordance with the Freedom of Information Act 2000 and other applicable legislation and Directors must not seek to prevent a person from gaining access to information to which they are legally entitled.

5.5 The Trust has adopted policies and procedures to protect confidentiality of personal information and to ensure compliance with the General Data Protection Regulation, the Freedom of Information Act and other relevant legislation which will be followed at all times by Board of Directors and all staff.

5.6 As part of this Code of Conduct, the Board are asked to confirm their agreement with the Non-Disclosure Agreement, located in Appendix 1.

**6. Register of Interests**

6.1 Directors are required to register all relevant interests on the Trust’s register of interests in accordance with the provisions of the Standing Orders.

6.2 It is the responsibility of each Director to update the register entry if their interests change.

6.3 A pro forma is available from the Company Secretary - failure to register a relevant interest in a timely manner may constitute a breach of this Code.

**7. Conflicts of Interest**

7.1 Directors have a statutory duty to avoid a situation in which they have (or can have) a direct or indirect interest that conflicts (or has the potential to conflict/ perceived to conflict) with the interests of the Trust.

7.2 Directors have a further statutory duty not to accept a benefit from a third party by reason of being a Director or for doing (or not doing) anything in that capacity.

7.3 If a Director has in any way a direct or indirect interest in a proposed transaction or arrangement with the corporation, the Director must declare the nature and extent of that interest to the other Directors. It is equally important to register any potential conflicts.

7.4 If such a declaration proves to be, or becomes, inaccurate or incomplete, a further declaration must be made. Any such declaration must be made at the earliest opportunity and before the Trust enters into the transaction or arrangement.

7.5 The Chair will advise directors in respect of any conflicts of interest that arise during Board of Directors meetings, including whether the interest is such that the Director should withdraw from the meeting for the period of the discussion.

7.6 In the event of disagreement it is for the Board of Directors to decide whether a Director must withdraw from the meeting. The Company Secretary will provide advice on any conflicts that arise between meetings.

7.7 Further information can be found within the Standing Orders and within the Trust’s Managing Conflicts of Interest Policy.

7.8 Board colleagues are required to inform the Corporate Affairs team as soon as there are any changes to their declarations of interest.

**8. Gifts and Hospitality**

8.1 The Board of Directors will set an example in the use of public funds and the need for good value in incurring public expenditure.

8.2 The use of the Trust for hospitality and entertainment, including hospitality at conferences or seminars, will be carefully considered.

8.3 All expenditure on these items should be capable of justification as reasonable in the light of the general practice in the public sector. The Board of Directors is conscious of the fact that expenditure on hospitality or entertainment is the responsibility of management and is open to be challenged by the internal and external auditors and that ill-considered actions can damage the reputation of the Trust in the eyes of the community.

8.4 The Board of Directors has adopted a ‘*Managing Conflicts of Interest Policy’* which will be followed at all times by Directors and all employees. Directors and employees must not accept gifts or hospitality other than in compliance with this policy.

**9. Freedom to Speak Up /Whistle – Blowing**

9.1 The Board of Directors acknowledges that staff must have a proper and widely publicised procedure for voicing complaints or concerns about maladministration, malpractice, breaches of this Code and other concerns of an ethical nature.

9.2 The Board of Directors has adopted a Freedom to Speak Up Policy (whistle-blowing policy) on raising matters of concern which will be followed at all times by Directors and all staff. The policy sets out the arrangements and procedures to be followed in situations where staff wish to raise a concern, the document also outlines the scrutiny and oversight by the Audit and Risk Committee, as well as via the FTSU Steering Group.

**10. Personal Conduct**

10.1 Directors are expected to conduct themselves in a manner that reflects positively on the Trust and not to conduct themselves in a manner that could reasonably be regarded as bringing their office or the Trust into disrepute.

10.2 Specifically Directors must:

* Act in the best interests of the Trust and adhere to its values and this Code of Conduct
* Uphold the reputation of the Trust and ensure appropriate messaging in the public domain, including on social media, in accordance with the Trust’s Social Media Policy
* Respect others and treat them with dignity and fairness, ensuring that communications are appropriate
* Seek to ensure that no one is unlawfully discriminated against and promote equal opportunities and social inclusion
* Be honest and act with integrity and probity
* Contribute to the workings of the Board of Directors as a Board member in order for it to fulfil its role and functions
* Recognise that the Board of Directors is collectively responsible for the exercise of its powers and the performance of the Trust
* Raise concerns and provide appropriate and constructive challenge regarding the running of the Trust or a proposed action where appropriate
* Recognise the differing roles of the Chair, Deputy Chair, Senior Independent Director, Chief Executive, Executive Directors and Non-Executive Directors
* Make every effort to attend meetings where practicable
* Adhere to good practice in respect of the conduct of meetings and respect the views of others
* Take and consider advice on issues where appropriate
* Not use their position for personal advantage or seek to gain preferential treatment; nor seek improperly to confer an advantage or disadvantage on any other person
* Accept responsibility for their performance, learning and development, including taking feedback from colleagues

**11. Fit and Proper Person Requirements**

11.1In accordance with Monitor’s NHS Provider Licence Condition G4 and Regulation 5 of the Regulated Activities Regulations, Health & Social Care Act 2008, Directors are asked to confirm their compliance with the Fit and Proper Persons Test as outlined in Appendix 2.

11.2 The Code of Conduct should be read in conjunction with the Fit and Proper Person Test (FPPT) Standard Operating Procedure (SOP).

11.3 Board colleagues/Directors are reminded the FPPT open electronic searches will be conducted by the Corporate Affairs team on a six monthly basis, with any adverse findings being escalated to the CEO and Chair for consideration. The list of open electronic searches conducted is summarised within the SOP.

11.4 Board colleagues are required to inform the Corporate Affairs team as soon as there are any changes to their disclosures associated with the Fit and Proper Persons requirements.

**12. Fraud, Corruption and Bribery**

12.1 In accordance with the Bribery Act 2010 and the Trust’s ‘Fraud, Corruption & Anti –Bribery Policy’, Solent NHS Trust is committed to supporting anti-bribery and corruption initiatives and recognises the importance of ensuring that there are appropriate policies and procedures in place to ensure that all staff are aware of their responsibilities. Solent NHS Trust is absolutely committed to maintaining an honest, open and well-intentioned atmosphere. It is also committed to the elimination of any fraud within the Trust and to the rigorous investigation of any such cases. The Board of Directors will comply with the Trust’s policy.

**13. Board Principles regarding meeting etiquette and administration**

14.1 Principles of meeting etiquette and administration are summarised in Appendix 3.

**14. Compliance**

14.1 The members of the Board of Directors will satisfy themselves that the actions of the Board of Directors in conducting Board business fully reflect the values, general principles and provisions in this Code and, as far as is reasonably practicable, that concerns expressed by staff or others are fully investigated and acted upon.

14.2 All directors, on appointment, will be required to give an undertaking to abide by the provisions of this Code of conduct.

**Appendix 1 - Non Disclosure Agreement**

Dear Director

As a member of the Board of Directors[[1]](#footnote-1), you will hold a valued and trusted position within our organisation. In the course of discharging your role, you will receive Confidential Information (please see further below). To protect the interests of the Trust and its service users, the Code of Conduct expects you to agree to respect the confidentiality of such information.

Please confirm your agreement to do so by signing and returning to the Trust the enclosed compliance form. Please direct any questions you may have to the Trust Secretary.

For the purposes of this commitment, “Confidential Information” means:

1. all information (whether communicated orally or in writing) relating to the business, financial, staff, people who use our services, or other affairs of the Trust disclosed to you in your capacity as a Director of the Trust (including, without limitation, agendas and minutes relating to meetings); but excluding any information already in the public domain (for example, Part 1 In Public Board agendas and associated papers) and
2. all notes, memoranda or other documents prepared by you which contain, reflect or are generated from the information referred to in (a) above.

If you are in any doubt as to whether particular information is Confidential Information, please check with the Trust Secretary.

It is worth emphasising that the Trust is committed to transparency and openness, as well as to meeting its statutory obligations. To be clear, nothing in this letter or the commitment which it seeks from you shall prejudice any rights that you may have under the Public Interest Disclosure Act 1998 and/or any obligations that you have or may have to raise concerns about patient safety and care with regulatory  or other appropriate statutory bodies pursuant to applicable professional and ethical obligations (including those obligations set out in guidance issued by regulatory or other appropriate statutory bodies from time to time).

Yours sincerely

Rachel Cheal, Chief of Staff and Corporate Affairs, on behalf of Solent NHS Trust.

**Appendix 2 - Fit and Proper Person Declaration**

**Pre-employment and annual declaration for Director and**

**Director-equivalent posts**

**Solent NHS Trust (“the Trust”)**

1. It is a condition of employment that those holding director and director-equivalent posts provide confirmation in writing, on appointment and thereafter on demand, of their fitness to hold such posts. Your post has been designated as being such a post. Fitness to hold such a post is determined in a number of ways, including (but not exclusively) by the NHS Provider Licence Condition G4, the Health and Social Care Act 2008 (Regulated Activities) Regulations 2014 (“the Regulated Activities Regulations”), and the Trust’s Standing Orders.

2. By signing the declaration below, you are confirming that you do not fall within the definition of an “unfit person” or any other criteria set out below, and that you are not aware of any pending proceedings or matters which may call such a declaration into question.

**NHS Provider Licence Condition G4,**

3. Condition G4 provides that the Licensee shall not appoint as a director any person who is an unfit person, except with the approval in writing of the Regulator.

4. Directors contracts contain a provision permitting summary termination in the event of a director being or becoming an unfit person. The Trust shall also ensure that it enforces that provision promptly upon discovering any director to be an unfit person, except with the approval in writing of the Regulator.

 If the Regulator has given approval in relation to any person in accordance with the above the Trust shall notify the Regulator promptly in writing of any material change in the role required or performance by that person.

5. An “unfit person” is defined at condition G4 as:

 (a) an individual:

(i) who has been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged; or

(ii) who has made a composition or arrangement with, or granted a trust deed for, his creditors and has not been discharged in respect of it[[2]](#footnote-2); or

(iii) who within the preceding five years has been convicted in the British Islands of any offence and a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed on him; or

(iv) who is subject to an unexpired disqualification order made under the Company Directors’ Disqualification Act 1986; or

 (b) a body corporate, or a body corporate with a parent body corporate:

(i) where one or more of the Directors of the body corporate or of its parent body corporate is an unfit person under the provisions of sub-paragraph (a) of this paragraph, or

(ii) in relation to which a voluntary arrangement is proposed under section 1 of the Insolvency Act 1986, or

(iii) which has a receiver (including an administrative receiver within the meaning of section 29(2) of the 1986 Act) appointed for the whole or any material part of its assets or undertaking, or

(iv) which has an administrator appointed to manage its affairs, business and property in accordance with Schedule B1 to the 1986 Act, or

(v) which passes any resolution for winding up, or

(vi) which becomes subject to an order of a Court for winding up.

**Regulated Activities Regulations**

6. Regulation 5 of the Regulated Activities Regulations states that the Trust must not appoint or have in place an individual as a director, or performing the functions of or equivalent or similar to the functions of, such a director, if they do not satisfy all the requirements set out in paragraph 3 of that Regulation.

7. The requirements of paragraph 3 of Regulation 5 of the Regulated Activities Regulations are that:

 (a) the individual is of good character;

(b) the individual has the qualifications, competence, skills and experience which are necessary for the relevant office or position or the work for which they are employed;

(c) the individual is able by reason of their health, after reasonable adjustments are made, of properly performing tasks which are intrinsic to the office or position for which they are appointed or to the work for which they are employed;

(d) the individual has not been responsible for, privy to, contributed to or facilitated any serious misconduct or mismanagement (whether unlawful or not) in the course of carrying on a regulated activity or providing a service elsewhere which, if provided in England, would be a regulated activity; and

 (e) none of the grounds of unfitness specified in Part 1 of Schedule 4 apply to the individual.

8. The grounds of unfitness specified in Part 1 of Schedule 4 to the Regulated Activities Regulations are:

(a) the person is an undischarged bankrupt or a person whose estate has had sequestration awarded in respect of it and who has not been discharged;

(b) the person is the subject of a bankruptcy restrictions order or an interim bankruptcy restrictions order or an order to like effect made in Scotland or Northern Ireland;

(c) the person is a person to whom a moratorium period under a debt relief order applies under Part VIIA (debt relief orders) of the Insolvency Act 1986;

(d) the person has made a composition or arrangement with, or granted a trust deed for, creditors and not been discharged in respect of it;

(e) the person is included in the children’s barred list or the adults’ barred list maintained under section 2 of the Safeguarding Vulnerable Groups Act 2006, or in any corresponding list maintained under an equivalent enactment in force in Scotland or Northern Ireland;

(f) the person is prohibited from holding the relevant office or position, or in the case of an individual for carrying on the regulated activity, by or under any enactment.

**Trust’s Standing Orders**

9. The Trust’s Standing Orders (section 2.10) places a number of restrictions on an individual’s ability to become or continue as a director. A person may not become or continue as a director of the Trust if:

* + a person who has been adjudged bankrupt or whose estate has been sequestrated and (in either case) has not been discharged.
	+ a person who has made a composition or arrangement with, or granted a trust deed for, his creditors and has not been discharged in respect of it.
	+ a person who within the preceding five years has been convicted in the British Islands of any offence if a sentence of imprisonment (whether suspended or not) for a period of not less than three months (without the option of a fine) was imposed on him;
	+ a person who, in the case of a non executive director other than the initial non-executive directors, no longer satisfies paragraph 29 (if applicable);
	+ a person whose tenure of office as a chairman or as a member or Director of a health service body has been terminated on the grounds that his appointment is not in the interests of public service, for non-attendance at meetings, or for non-disclosure of a pecuniary interest;
	+ a person who has had their name removed from a list maintained by a direction under any NHS act or has otherwise been disqualified or suspended from any healthcare profession, and has not subsequently had their name included in such a list or had their qualification re-instated or suspension lifted (as applicable), and due to such reasons is considered by the Trust to be unsuitable to be a Director;
	+ a person who by reference to information revealed by a disclosure and barring service (established under section 87 of the Protection of Freedoms Act 2012) check is considered by the chief executive to be inappropriate on the grounds that their appointment may adversely affect public confidence in the Trust or otherwise bring the Trust into disrepute;
	+ a person who has, or has been in the last five years prior to their application to be a member, been involved as a perpetrator in a serious incident of assault or violence, or in one or more incidents of harassment, against any of the Trust’s employees or other persons who exercise functions for the purposes of the Trust (including volunteers), and following such behaviour has been asked to leave, has been removed or excluded from any hospital, premises or establishment, in accordance with the relevant Trust policy for withholding treatment from violent / aggressive patients;
	+ a person who has within the preceding two years been dismissed, otherwise than by reason of redundancy, from any paid employment with a health service body;
	+ a person who is a member of a local authority health overview and scrutiny committee;
	+ a person who is a subject of a disqualification order made under the Company Directors' Disqualification Act 1986;
	+ a person who has failed without reasonable cause to fulfil any training requirement established by the Board of Directors;
	+ a person who has failed to sign and deliver to the Secretary a statement in the form required by the Board of Directors confirming acceptance of the Directors’ Code of Conduct;
	+ a person who has knowingly or recklessly made a false declaration for any purpose provided for under this constitution or in the 2006 Act;
	+ a person who is the spouse, partner, parent or child of a member of the Board of Directors (including the chairman) of the Trust; or
	+ a person who is the subject of a sex offenders order and/or his name in included in the sex offenders register.

**Declaration**

I acknowledge the extracts from the Provider Licence, Regulated Activities Regulations and the Trust’s Standing Orders above. I confirm that I do not fit within the definition of an “unfit person” as listed above and that there are no other grounds under which I would be ineligible to continue in post. I undertake to notify the Trust immediately if I no longer satisfy the criteria to be a “fit and proper person” or other grounds under which I would be ineligible to continue in post.

I declare that I have not been at any time responsible for, privy to, contributed to, or facilitated, any serious misconduct or mismanagement in the carrying out of a regulated activity in any former roles. If the Trust discovers information, after appointment, that suggests an individual is not of good character, or if concerns or findings regarding misconduct or mismanagement under the Fit and Proper Person requirements are made, these will be shared with Regulators as appropriate and may lead to action in accordance with the Trust’s disciplinary policy.

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| Name |  |
| Signed |  |
| Date  |  |
| Position  |  |

**Appendix 3 - Solent NHS Trust Board Principles**

The members of Board of Directors hereby agree to follow the below principles:

1. Apologies sent to the Company Secretary ASAP
2. Agenda items to be agreed by Chair and Chief Executive Officer at least 2 weeks prior to meeting
3. In accordance with the Intelligent Board Recommendations, every member of the Board needs sufficient information at a high enough level to be confident that the organisation is well run. Papers must be presented in accordance with the Board Report template and guidance, available on SolNET*.* The submitted board paper while succinct must contain sufficient information to act as a stand-alone paper without reference to any additional papers which may be made available outside the formal board papers. Executive sponsors must not rely upon board members reading additional papers as a means of communicating critical information.
4. Papers received after the deadline stipulated will not be accepted and will be deferred, unless with express permission from the Chair.
5. Authors of papers to ensure that they are sponsored by the relevant Executive Lead, prior to being submitted for circulation to the Board with the agenda
6. Agendas and papers to be circulated 5 working days prior to meeting
7. All papers to be read prior to meeting
8. A.O.B to be agreed at the start of the meeting
9. A Register of Interests will be maintained and all members will separately declare any interests in agenda items at the start of the meeting, which will then be recorded in the minutes.
10. Throughout the meeting Members will address the Chairperson as ‘Chair’ or as otherwise agreed.
11. Attendance at the meeting should take priority over other meetings, however it is recognised that on occasions there will be competing priorities. In these circumstances the Board Member shall negotiate with the Chair/Chief Executive Officer regarding attendance
12. Mobile phones will be switched off during the meeting and not used (except in the case where the attendee is on-call, or for exceptional personal reasons. The Chair should be notified at the start of the meeting in such cases). Use of laptops/ ipads is only permitted for the sole purpose of supporting the meeting.
13. These principles are extended to Board Committees.
14. An annual agenda cycle will be maintained by the Secretary to the Board and will include the standing items that are required to be presented each month.

Annual Declaration of Compliance with Code of Conduct

1. I confirm that I have received and read the **Code of Conduct** for the Board of Directors. I confirm that I have complied with the Code to date and I agree to comply with it in the future in carrying out my role as a Director of Solent NHS Trust.

In doing so, I also;

1. confirm my agreement to preserve the confidentiality of confidential information, as outlined in the **Non Disclosure Agreement**, Appendix 1
2. acknowledge the extracts from the Provider Licence, Regulated Activities Regulations concerning **Fit and Proper Persons requirements** as outlined in Appendix 2. I confirm that I do not fit within the definition of an “unfit person” as listed and that there are no other grounds under which I would be ineligible to continue in post. I undertake to notify the Trust immediately if I no longer satisfy the criteria to be a “fit and proper person” or other grounds under which I would be ineligible to continue in post**.**
3. confirm I understand and respect the details outlined in **Solent NHS Trust Board principles**, Appendix 3.

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| **Name (please print)** |  |
| **Signature** |  |
| **Date**  |  |

Please return this completed signed form to: **- Chief of Staff and Corporate Affairs, Solent NHS Trust, Solent NHS Trust Headquarters, Highpoint Venue, Bursledon Rd, Southampton, SO19 8BR**

1. *For the purpose of this document the Board of Directors/ Directors means, Board members (voting), non-voting (i.e. other executive directors) and those who are advisors to the board (and therefore regular attendees).* [↑](#footnote-ref-1)
2. for the avoidance of doubt this includes an Individual Voluntary arrangement under part VIII of the Insolvency Act 1986 [↑](#footnote-ref-2)