

Trust Board of Directors Meeting
Report Summary

Date of Meeting: 7 September 2023	
Title of Document: Board Committee Terms of Reference	
To be presented by: George Chalkias, Director of Governance	Author: Ann Filby, Trust Secretary
1. Status: For <u>Approval</u> /Discussion/Noting/Information/Assurance	
2. Purpose:	
Relates to:	
Strategic Objective	x
Operational performance	x
Quality	x
Legal/Regulatory/Audit	x
Finance	x
Governance	x
NHS policy/public consultation	x
Accreditation/inspection	x
Anchor institutions	
ICS/ICB/Alliance	x
Board Assurance Framework (BAF) Risk	x
Other	
3. Summary:	
<p>The annual review of Committee Terms of Reference has taken place to include General Orders which apply equally to all Board Committees and constitute operative parts of their Terms of Reference. The Trust Secretary has been added as an attendee at each Committee. Substantive amendments are:</p> <ul style="list-style-type: none"> • Audit and Risk Committee – minor amendments only • Charitable Funds Committee – for presentation to Board in October • Executive Management Committee – full review following restructure • Quality and Patient Safety Committee – Membership to include a Director of Operations to replace the Managing Director • People and Organisational Development Committee – agreed to continue with unspecified Executive Director members and include the Director of Strategy, Research and Innovation • Performance and Finance Committee – Lead Executive Director of Finance, Directors of Operations and Director of Elective Care added to membership, rather than attendees. Inclusion of regionally as well as nationally at item 1.2.1 to reflect system working. A further review of the governance structure and link to system meetings is to be undertaken to ensure appropriate reporting • Remuneration and Nomination Committee – clarity on the Very Senior Managers that fall within the remit of the Committee and change in administration support arrangements. 	
4. Recommendations / Actions	
The Board is invited to approve the Terms of Reference and General Orders.	

