

Board of Directors meeting - Cover Sheet

Subject:	Terms of Reference amendments		Date: 02/09/21	
Prepared By:	Laura Webster, Corporate PA			
Approved By:	Shirley Higginbotham, Director of Corporate Affairs			
Presented By:	Shirley Higginbotham, Director of Corporate Affairs			
Purpose				
To ratify amendments made to each Board Sub-committee Terms of Reference.			Approval	X
			Assurance	
			Update	
			Consider	X
Strategic Objectives				
To provide outstanding care	To promote and support health and wellbeing	To maximise the potential of our workforce	To continuously learn and improve	To achieve better value
x	x	x	x	x
Overall Level of Assurance				
	Significant	Sufficient	Limited	None
		x		
Risks/Issues				
Financial	n/a			
Patient Impact	n/a			
Staff Impact	n/a			
Services	n/a			
Reputational	n/a			
Committees/groups where this item has been presented before				
None				
Executive Summary				
<p>Following approval of the Quality Committee Terms of Reference (ToR) in August 2021, it was agreed that the remaining Board Sub-committee's ToR be amended to reflect the same quoracy requirements.</p> <p>The quoracy of the committees are now consistent as noted below</p> <p>Audit & Assurance Committee - Two Non-Executive Members (one of whom must be the Committee Chair or Vice Chair), and one Executive Director.</p> <p>Finance Committee - Two Non-Executive Members (one of whom must be the Committee Chair or Vice Chair), and one Executive Director.</p> <p>People, Culture & Improvement Committee - Two Non-Executive Members (one of whom must be the Committee Chair or Vice Chair), and one Executive Director.</p> <p>The agenda template has also been updated to reflect the new quoracy requirement for each Board committee: -</p> <p>- Quoracy check: Two Non-Executive members (one of whom must be either the Committee Chair or Vice Chair), and one Executive Director.</p> <p>The Board are asked to consider and approve the amended Terms of References.</p>				

