

Board of Directors Meeting in Public - Cover Sheet

Subject:	Committee Effectiveness Report		Date:	2 nd May 2024	
Prepared By:	Laura Webster, Corporate Secretariat Team Leader				
Approved By:	Sally Brook Shanahan, Director of Corporate Affairs				
Presented By:	Sally Brook Shanahan, Director of Corporate Affairs				
Purpose					
To provide the Board of Directors with assurance regarding the effectiveness of the Committees of the Board.				Approval	
				Assurance	X
				Update	
				Consider	
Strategic Objectives					
Provide outstanding care in the best place at the right time	Empower and support our people to be the best they can be	Improve health and wellbeing within our communities	Continuously learn and improve	Sustainable use of resources and estates	Work collaboratively with partners in the community
X	X	X	X	X	X
Principal Risk					
PR1	Significant deterioration in standards of safety and care				
PR2	Demand that overwhelms capacity				
PR3	Critical shortage of workforce capacity and capability				
PR4	Failure to achieve the Trust's financial strategy				
PR5	Inability to initiate and implement evidence-based Improvement and innovation				
PR6	Working more closely with local health and care partners does not fully deliver the required benefits				
PR7	Major disruptive incident				
PR8	Failure to deliver sustainable reductions in the Trust's impact on climate change				
Committees/groups where this item has been presented before					
Audit and Assurance Committee, Finance Committee, Quality Committee, and Charitable Funds Committee have all completed the self-assessments.					
Acronyms					
None					
Executive Summary					
To ensure good governance and identify areas for improvement, the Board is supported by its committees, which have undergone a Committee Health Check self-assessment review.					
All committees have reported that all assessment criteria have been fully met, with no actions identified.					
The Terms of Reference and Work plans for all committees have been reviewed and agreed for 2024. These have been included in the reading room alongside each committee self-assessment review.					
There is no annual report or self-assessment review for the Partnership and Communities Committee as it is only in its inaugural year.					

Introduction

Effective Board Meetings and committees of the Board are a key part of an effective governance structure it is therefore important to ensure the Trust's organisational governance aligns with best practice and national guidance.

Scope of Review of Effectiveness

The Trust has undertaken a review of the effectiveness of the Committees of the Board, using a standardised, committee Health check self-assessment tool. The checklist is divided into five sections:

- Role and responsibilities
- Membership and independence
- Skills and experience
- Scope of work
- Communication

The aim of the Health Check is to help committees to review their governance arrangements, check they have appropriate systems in place and identify areas where they could improve.

Members of the committees completed each question and considered the evidence available to determine where the committee is on the following scale:

- Fully Met: The committee is confident that the requirement is in place and there is evidence to support it
- Part Met: The committee partly carries out the requirement and there is some evidence to support it, but current practice needs adapting or improving
- Not Met: The committee does not meet the requirements practice and current practice needs adapting or improving.

The current governance for the Trust is provided through a properly constituted Board established in accordance with the Trust's constitution. The Trust Board has the following committees:

- Quality
- Finance
- Audit and Assurance
- People
- Partnerships and Communities
- Charitable Funds Committee (established by the Board in its capacity as the Corporate Trustee)

The terms of reference and work plans for these committees were reviewed, in accordance with the annual requirement identified in the Terms of Reference.

Key Findings

The key findings for each of the committees are included in the reading room and are summarised below:

Quality Committee

- No actions identified. All assessment criteria fully met.

Finance Committee

- No actions identified. All assessment criteria fully met.

Charitable Funds Committee

- The current proposal for the self-assessment indicates that all criteria have been met, with no actions identified. This is consistent with the previous assessment outcome. The report is due to be presented at the next Charitable Funds Committee taking place 9th May 2024.

Audit and Assurance Committee

- No actions identified. All assessment criteria fully met.

People Committee

- No actions identified. All assessment criteria fully met.

Partnership and Communities Committee

- Self-assessment due 2025.