

Executive Summary

Report to the Board of Directors

Being Held on 26 January 2021

Subject	Non-Executive Directors' Responsibilities and Areas of Focus
Supporting TEG Member	Sandi Carman, Assistant Chief Executive
Author	Sandi Carman, Assistant Chief Executive
Status¹	Note and Approve

PURPOSE OF THE REPORT

The purpose of this report is to update and seek approval from the Board of Directors in regards to proposed changes to the membership of Committees of the Board and to Non- Executive Directors' (NED) area of focus.

KEY POINTS

The appointment of Annette Laban as new Chair to the Trust, has necessitated review of the membership of each Board Committee. In addition the publication of the Ockenden Review and the People Plan has identified two new requirements for NED oversight and have resulted in the two new NED leadership roles.

Board Safety Champion (Maternity)
People Plan –Wellbeing Guardian

Rosamond Roughton
Tony Buckham

Should this plan be agreed it is proposed that the Board of Directors approve the updating of the Terms of Reference for each Committee.

IMPLICATIONS²

AIM OF THE STHFT CORPORATE STRATEGY		TICK AS APPROPRIATE
1	Deliver the Best Clinical Outcomes	✓
2	Provide Patient Centred Services	✓
3	Employ Caring and Cared for Staff	✓
4	Spend Public Money Wisely	✓
5	Deliver Excellent Research, Education & Innovation	✓

RECOMMENDATIONS

The Board of Directors is asked to consider and APPROVE the proposed changes to the membership of Board Committees and the nomination to two additional NED lead roles.

APPROVAL PROCESS

Meeting	Date	Approved Y/N
Board of Directors	26.1.21	

NED Responsibilities and Committee Membership – Revised January 2021

	Board of Directors	BoD Nomination and Remuneration Committee	Audit Committee	Human Resources and OD Committee	Healthcare Governance Committee	Finance and Performance Committee
Annette Laban	Chair	Chair		Attendee*	Attendee	Attendee
Tony Buckham	Member	Member		Chair		Member
Rosamond Roughton	Member	Member		Member	Chair	Member
Chris Newman	Member	Member	Member		Member	
John O’Kane	Member	Member	Chair		Member	
Martin Temple	Member	Member		Member		Chair
Shiella Wright	Member	Member	Member	Member	Member	
Vacant Post	Member	Member	Member	tbc	tbc	tbc

All NEDs are involved in the following activities:

- Consultant Recruitment
- Disciplinary Panels
- Oversight of investigations of medical and dental staff according to the Conduct, Capability, Ill-health and Appeals procedure
- Back to the Floor visits

To note, dual role of the Chair:

- Council of Governors (CoG)
- CoG Nomination and Remuneration Committee

Specific Areas of Focus: (previously NED Lead)

	Tony Buckham	Chris Newman	John O’Kane	Martin Temple	Shiella Wright	Rosamond Roughton
Mandatory Roles	<ul style="list-style-type: none"> • Freedom to Speak Up • Wellbeing Guardian 		<ul style="list-style-type: none"> • Security (NHS Protect) 			<ul style="list-style-type: none"> • Board Safety Champion (Maternity)
Advisory Roles	<ul style="list-style-type: none"> • IT Transformation • Overseas Development Opportunities • Procurement • Estates 		<ul style="list-style-type: none"> • Well Led Review (NHSI) • New business opportunities 	<ul style="list-style-type: none"> • Clinical Excellence Awards 	<ul style="list-style-type: none"> • Organ Donation (Deputy Chair) 	<ul style="list-style-type: none"> • Member Infection Control Committee • Emergency Preparedness Resilience and Response (EPRR) • Reviewing Deaths in Hospital

*Please note the red text represents the proposed changes.