

**Agenda item 3.v**

<b>Report to:</b>	<b>Board of Directors Part I</b>	<b>Date: 6 April 2023</b>
<b>Report from:</b>	<b>Trust Secretary</b>	
<b>Principal Objective/ Strategy and Title:</b>	<b>GOVERNANCE: Board Committee Self-Assessments 2022/23</b>	
<b>Board Assurance Framework Entries:</b>	<b>Governance - All</b>	
<b>Regulatory Requirement:</b>	<b>Code of Governance Audit Committee Handbook</b>	
<b>Equality Considerations</b>	<b>None believed to apply</b>	
<b>Key Risks:</b>	<b>Insufficient assurance regarding performance, key risks etc</b>	
<b>For:</b>	<b>Note and Approve</b>	
<b>Report to:</b>	<b>Board of Directors</b>	

**1. Purpose**

For the Board and Trustee Board to note the outcome of the self-assessment of Board Sub-Committees.

**2. Background**

Full discussions relating to Board Committee responsibilities, membership and frequency of meetings have been considered at Board Committees as part of the review of Committee Terms of Reference and annual self-assessment for 2022/23.

**3. Committee Self-Assessments**

The Audit Committee undertook its annual Committee self-assessment in February following the National Audit Office’s (NAO’s) “Audit and Risk Assurance Committee Effectiveness” analyser tool. All other Board/Trustee Committees have undertaken self-assessments against their agreed checklists. Copies of the summary assessments for the Audit Committee, Performance Committee, Quality and Risk Committee, Strategic Projects Committee are included in the Board reference pack.

The Remuneration Committee has met on four occasions in 2022 and the work of the Committee will be set out in the Remuneration Report within the 2022/23 Annual report.

The Board established a Workforce Committee in January 2023 to bring together this growing agenda. This responded to feedback from Board members and from the external Well Led review undertaken in 2022.

Following the review Committees have updated their Terms of Reference and these were approved by the Board on 2 March 2023.

**4. Board Workshops**

The Board of Directors have undertaken workshop and development sessions in 2022/23:

<b>9 Jun 2022</b>	Responding to Ockenden: Setting the culture and raising concerns: Facilitators: Roger Klein, Research Fellow, Middlesex University Business School & Tony Bottiglieri Freedom To Speak Up Guardian RPH
<b>7 Jul 2022</b>	Information Governance: Board training Facilitator: Cath Wilcox Head of Information Governance and Health Records RPH

<b>1 Sep 2022</b>	Quality Improvement: Developing a shared vision for Quality Improvement Facilitator: Maura Scream, Chief Nurse RPH
<b>11 Oct 2022</b>	Bribery training (delivered for Executive Directors) Facilitator: James Shortall, Counter Fraud Specialist Forensic Services, BDO LLP
<b>1 Dec 2022</b>	Making data count: Facilitator: Karen Hayllar, National Team for Intensive Support, NHSE
<b>5 Jan 2023</b>	Strategic Decision-Making Board Workshop Facilitator: Rosie Pitt Watson, The Folio Partnership (for Wendy Walker Director of Strategic Projects, RPH
<b>2 Mar 2023</b>	Risk & Board Assurance: annual reviews Facilitator: Anna Jarvis, Trust Secretary RPH

## 5. Feedback from Governors

Council of Governors meetings returned to face-to-face meetings in November 2022. A hybrid arrangement has been maintained to continue access for all Governors and Governor meetings have been well attended throughout the year.

Council of Governors meetings have been regularly attended by the Chairman and Non-Executive Directors supported by Executive Directors.

Non-Executive Directors attend CoG meetings and NED Committee Chairs provide reports to the CoG at each meeting. This is scheduled across the year so that all committees provide direct feedback over the course of the year. A lunch is provided following CoG meetings so that there is some opportunity for Governors and Board members to meet informally and share their work.

The Lead Governor has regular informal briefings with the Chair and CEO providing updates to the full CoG as required. We have also included Governors in our weekly 'NewsBites' updates which is our staff newsletter and provides a regular briefing on the key activities of the Trust.

Our Board meetings, which are now taking place in person, have seen continued engagement of Governors using the remote access links to join the Board.

Governors are included in the Board Committee self-assessments where they attend Board Committees so that they can contribute to review through that process. Committee Chairs have also established some 1:1 meetings with Governor observers this year so that they can receive direct feedback.

We use multisource feedback processes for the Chair, and this has been extended to individual performance reviews for Executive Directors (annually) and Non-Executive Directors (in alternate years). The outcome of individual IPR reviews are reported to the Remuneration Committee and Appointments Committee meetings in May each year. All Governors were invited to provide feedback into this process through the Lead Governor.

## 6. Recommendation

The Board is asked to note the output of the 2022/23 Board self-assessment processes.