

**Agenda item 3.vii**

<b>Report to:</b>	<b>Board of Directors Part I</b>	<b>Date: 02 April 2020</b>
<b>Report from:</b>	<b>Trust Secretary</b>	
<b>Principal Objective/ Strategy and Title:</b>	<b>GOVERNANCE: Board Committee Self-Assessment 2020</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 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 2019/20. Committee Chairs presented the results of the reviews at the Board Development session in March 2020.

**3. Committee Self-Assessments**

The Audit Committee undertook its annual Committee self-assessment at the January meeting, the self-assessment follows the format suggested in the '*NHS Audit Committee Handbook*'. All other Board/Trustee Committees have also undertaken self-assessments against their agreed checklists.

The assessments for the Audit Committee, Performance Committee, Quality and Risk Committee, Strategic Projects Committee and the Charitable Funds Committee are included in the Board data pack. The Remuneration Committee has not met in 2020 and so its self-assessment is outstanding at March 2020 however the Board should note that it met on two occasions in 2019 and the work of the Committee will be set out in the Remuneration Report within the 2019/20 Annual report.

**4. Board Workshop**

The Board of Directors met in workshop in March 2020 and at this considered Compliance with Fit and Proper Persons Regulations; updates to the Director's annual declarations for publication; Committee Self Assessments; and review of Risk Appetite.

**5. Feedback from Governors**

In addition to the self-assessment processes the Council of Governors have reviewed how they work with the Board and following consideration by the Board and Executive Directors the scope of the involvement of Governors has been revised. This was due to be considered by the Council of Governors at its March meeting however that business has been postponed following the guidance on the operational response to COVID-19.

The Appointments Committee of the Trust adopted the multisource feedback for the Chair and has extended this to Non-Executive Directors but that process is continuing and the outcomes of reviews will be reported to the Committee once complete.

The Council of Governors meetings are regularly attended by the Chairman on behalf of the Board supported by Executive Directors. It was agreed following review in 2019 that a greater level of engagement with Non-Executive Directors at the Council and Sub-Committee meetings would be helpful. This has been achieved in 2019/20 with NEDs joining the Council of Governor meetings with a NED being in attendance at each of the Council of Governor meetings held in year. In addition NED leads joined the PPI Committee, and the Governors Assurance Committee meetings.

NEDs also considered their relationship with the Council of Governors at the NEDs/SID meeting in February 2020 and have proposed some additional opportunities to increase engagement with the Council of Governors.

#### **6. Terms of Reference**

Terms of Reference have been ratified by the Board following Committee review. These were considered in February 2020 and the Audit Committee ToR are on the agenda for ratification at today's meeting.

#### **7. Training**

The area of training identified in the last self-assessment was completed in August 2019 and the regular programme of 'Board Learning Together' sessions has continued through 2019/20. This has delivered training across mandatory items as well as bespoke sessions covering Trustee training and a GCHQ certified training session on cyber risk.

#### **8. Recommendation**

The Board is asked to note the output of the 2019/20 Board Committee self-assessment process.