South Eastern Health and Social Care Trust

Paper No: SET/166/26
Trust Board Meeting: 30 September 2026
Public Agenda Item 4.9

Title of Paper: **Trust Board Terms of Reference – Revised Version**			
For Decision	~~**For Assurance**~~	~~**For Information**~~	~~**For Discussion**~~

1.0	**Background:**
	Trust Board is required to review its Terms of Reference on an annual basis to ensure they continue to be appropriate to its remit. The Terms of Reference was last considered in detail and approved at the Board meeting held in 25 June 2025.
2.0	**Key Issues:**
	Since June 2025, the Trust has stood down its Governance Assurance Committee and established a new Committee known as the Patient Safety & Quality Committee. As a consequence, there are a number of amendments required to the existing Terms of Reference for Trust Board to reflect these wider governance changes. In addition, we have had a number of retirements from the Executive Management Teams including two Executive Directors who were voting Trust Board Members. The revised version includes details of their successors. Please find attached tracked version (**SET/167/26**) and clean version (**SET/168/26**). During each annual review, reference is made to our Partnership Agreement with DoH to ensure continued alignment. The Partnership Agreement is accessible on our website via the following link: Partnership-Agreement-between-SEHSCT-and-the-Department-of-Health-Final-Signed-05-June-2024.pdf In consultation with the Chair of Trust Board, it has been agreed to table a revised Terms of Reference for consideration. If in order, Members are asked to approve the clean version.
3.0	**Link to Strategic Objectives:**
	Our People ☐ Population Health & Health Inequalities ☐ Delivering Care Closer to Home ☐ Hospital Care ☐ Safety, Quality and Experience of Care ☒

4.0	**Resource Implications (inc Organisational, Financial, Human Resources):**
	1. Organisational
	Ensuring an updated fit for purpose Trust Board Terms of Reference is an essential governance task.
	2. Financial
	None identified.
	3. Human Resources
	None identified.
	4. Environmental Factors Yes ☐ No ☒
5.0	**Impact on Safety, Quality and Experience (SQE):**
	1. Safety
	None identified.
	2. Quality
	None identified.
	3. Experience
	None identified.
6.0	**Key Risks and Proposals to Mitigate:**
	1. Key Risks
	None identified.
	2. Proposals to Mitigate
	None identified.
7.0	**Risk Register:**
	It is listed on BAF? Yes ☐ No ☒ Is it listed on CRR? Yes ☐ No ☒

Lead Director:	**Claire Smyth, Director of People & Organisational Development**
Date:	**23 September 2026**

Reasons for Paper Presentation

Decision	*Used when an item requires a formal agreement or endorsement by the meeting / committee members. Examples are approving minutes, budgets, proposals or policies.*
Assurance	*Used when an item can be measured against a certain criteria / standard. Examples are a project is on course with delivery or financial targets are being met.*
Information	*Used when an item is presented for the purpose of updating or informing the attendees without requiring a decision or action, such as reports, updates, or announcements.*
Discussion	*Used when an item is listed primarily for open discussion, brainstorming or gathering input from the members without requiring an immediate decision.*