

Paper No. SET/59/a-c/20	
For discussion	
For approval	✓
For information/noting	✓

Date of Trust Board Meeting: 30 September 2020

Confidential or Public Agenda: Public

Agenda item: Report of the Governance Assurance Committee meeting held on 16 September 2020

1.0 Introduction

The attached minutes provide a report on the meeting of the Governance Assurance Committee held on 16 September 2020, chaired by Dr Maura Briscoe, Non-Executive Director.

2.0 Background information

The Trust Board has five sub committees, one of which is the Governance Assurance Committee. All sub committees are required to submit minutes of their meetings to the Trust Board and to highlight key issues and/or areas of concern that require attention.

3.0 Brief summary of key points contained in the paper/s

At the meeting held on 16 September 2020, Members reviewed and discussed a proposed revised version of the Terms of Reference for the Committee to reflect Covid-19 and HSC Rebuild.

Members agreed the proposed wording as tabled would be included into the remit section of the Terms of Reference taking into consideration feedback from Members and a similar exercise be initiated with the Corporate Control Committee, SQIIC and all other standing committees to be reviewed in the context of their respective remits. The Membership List would also be updated to reflect the inclusion of Mrs O’Kane as Mr Bradley’s successor and Mrs O’Hagan’s recent appointment onto the Committee.

Members were updated on the work to date in preparation for an Internal Audit Review of Governance Arrangements during the Covid-19 emergency.

The minutes of the meeting held on 17 June 2020 were considered and approved.

There are no areas of concern requiring the attention of the Trust Board.

The following documents were also discussed and reviewed at the meeting:-

- End Year Reports – Corporate Control Committee & SQIIC
- Assurance Framework Report as at 8 September 2020 and associated papers
- Minutes of the Corporate Control Committee (15 July 2020) and of the Safety, Quality Improvement & Innovation Committee (6 September 2020 and 4 September 2020 – the latter in draft form only)

The following document was discussed and reviewed at the meeting and is presented to Trust Board for approval and/or information:-

- Updated Terms of Reference [Paper No. 59/c/20] in tracked changes format (for approval) – the amendment has been proposed to reflect the impact of Covid-19 and HSC Rebuild on the remit of the Committee.

4.0 Recommendation/s for the Trust Board (please state if the paper/s is for information/noting or for approval by Board members)

To note, for information, the minutes of the meeting of the Governance Assurance Committee held on 16 September 2020.

To note, for approval, the Updated Terms of Reference for the Governance Assurance Committee.

Lead Director: Dr Maura Briscoe

Designation: Non-Executive Director

Date: 28 September 2020