



Title of Paper: Trust Board Terms of Reference – Revised Version

<u>For Decision</u>	<u>For Discussion</u>	<u>For Noting</u>
Requires majority decision prior to implementation or action.	Requires consideration and debate.	Contains information Members should be made aware.

1.0 Background

Following a review of other HSC Trust Board Terms of Reference, SET does not have provision for the Head of Communications to attend Trust Board meetings (or parts thereof) which are held in ‘committee’ i.e. in confidential session. This would appear to be at variance with the position in other HSC Trusts.

Following consultation with the Chairman, it has been agreed to update Trust Board’s Terms of Reference to ensure this is rectified.

2.0 Key Issues

The Board Terms of Reference was most recently considered and the current version approved at the Board meeting held on 27 March 2024.

A revised Terms of Reference has been tabled for approval including a provision to permit the Head of Communications to attend confidential sections of Trust Board meetings had been included together with a number of minor amendments incorporating additional feedback received from the Chairman.

3.0 Resources Implications (inc Organisational, Financial, Human Resources)

Not applicable.

4.0 Impact on Safety, Quality and Experience (SQE)

Not applicable.

5.0 Key Risks and Proposals to Mitigate

Not applicable.

Lead Director: Claire Smyth, Director of People & Organisational Development

Date: 13 June 2024