



MEETING TITLE Trust Board Meeting in Public		MEETING DATE 29/01/2013	
TITLE of PAPER	For Approval: Trust Board Committees' Terms of Reference - Updated	PAPER REF	6.2
STRATEGIC OBJECTIVE	All		
PURPOSE OF THE PAPER	The Trust Board Committees' respective Terms of Reference have been updated and are presented for approval.		
For Approval	<input checked="" type="checkbox"/>	For Assurance	<input type="checkbox"/>
For Decision	<input type="checkbox"/>	Discussion/Information	<input type="checkbox"/>
AUTHOR / LEAD	Anne Allen, Director of Corporate Affairs & Trust Secretary	ACCOUNTABLE DIRECTOR	Chief Executive
PREVIOUSLY CONSIDERED BY	Committee/Group: Trust Executive Group Audit Committee Quality Committee Finance & Investment Committee	Date: 2 November 2012 13 November 2012 8 January 2013 8 January 2013	
RECOMMENDATION	It is recommended the Trust Board approve the Committees' respective updated Terms of Reference.		
RISK ASSESSMENT		Yes	No
Corporate Risk Register and/or Board Assurance Framework amended <i>If 'Yes' – expand in Section 4. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource Implications (Financial, Workforce, other - specify) <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal implications/Regulatory requirements <i>If 'Yes' – expand in Section 2. / attached paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality and Diversity Implications <i>If 'Yes' – please attach to the back of this paper</i>		<input type="checkbox"/>	<input checked="" type="checkbox"/>
ASSURANCE/COMPLIANCE			
Care Quality Commission Registration Outcome(s)		Not Applicable	
NHSLA Risk Management Standards for Ambulance Trusts		Not Applicable	

Trust Board Committees' Terms of Reference – Updated

1. PURPOSE/AIM

1.1 The Trust Board Committees' respective Terms of Reference have been updated and are presented for approval, after having been reviewed and endorsed by each of the Committees of the Board:

1. Trust Executive Group
2. Audit Committee
3. Quality Committee
4. Finance & Investment Committee.

2. BACKGROUND/CONTEXT

2.1 The Trust Board requires its Committees to periodically review their Terms of Reference, as a minimum in line with the timescales described therein. Each of the Committees above (1.1) has reviewed their respective terms of reference in line with legislation, where appropriate, guidance and best practice and recommend these to the Trust Board for approval.

3. PROPOSALS/NEXT STEPS

3.1 The Trust Board Committees' Terms of Reference will be amended.

4. RISK ASSESSMENT

4.1 Without appropriate Committee Terms of Reference the efficient and effective management of Trust Board business may be compromised.

5. RECOMMENDATIONS

It is recommended the Trust Board approve the Committees' respective updated Terms of Reference.

6. APPENDICES/BACKGROUND INFORMATION

Final Draft Terms of Reference (Updated):

1. Trust Executive Group
2. Audit Committee
3. Quality Committee
4. Finance & Investment Committee.