

<b>Meeting Title</b>	<b>Board of Directors</b>		
<b>Date</b>	<b>22 July 2021</b>	<b>Agenda item</b>	<b>Bo.7.21.17</b>

## Review of Standing Orders

<b>Presented by</b>	Laura Parsons, Associate Director of Corporate Governance/Board Secretary		
<b>Author</b>	Laura Parsons, Associate Director of Corporate Governance/Board Secretary		
<b>Lead Director</b>	John Holden, Director of Strategy & Integration		
<b>Purpose of the paper</b>	To present proposed amendments to the Board of Directors Standing Orders for review		
<b>Action required</b>	For approval		
<b>Previously discussed at/ informed by</b>	Audit Committee – 3 June 2021		
<b>Previously approved at:</b>	<b>Committee/Group</b>	<b>Date</b>	
	N/A		

### Background

1. As part of its suite of governing documents, the Trust Board has agreed a set of Standing Orders, the aim of which is to provide a framework within which the Board, its committees, and staff with delegated responsibilities can perform their role properly, with due propriety and in accordance with sound principles of corporate governance.
2. The Standing Orders are due to be reviewed by September 2021. A review has therefore been undertaken to ensure that the Standing Orders remain up to date and relevant. The Audit Committee reviewed the proposed amendments on 3 June and agreed to recommend the changes to the Board for approval.

### Analysis

3. The full Board Standing Orders are attached at Appendix 1, with the proposed amendments included as tracked changes.
4. The changes include:
  - Removal of the list of trust premises as this is not required
  - Ensuring the language used is gender neutral
  - Clarifying that Monitor is now part of NHS England and Improvement (this will change again once the NHS Bill - currently at second reading stage - is enacted)
  - Updating references to the Constitution to align with revised paragraph numbers
  - Clarifying that meetings may be held virtually, and not just in exceptional circumstances,
  - Clarifying that communications will primarily be sent to Board members via e-mail rather than post
  - Amendments to reflect the new committee structure
  - Other minor amendments to ensure the document is up to date
5. It is also proposed to remove the Committee Terms of Reference from the Standing Orders, as this makes the document more cumbersome and also requires that the Standing Orders are updated each time the Terms of Reference are updated. We will ensure that the Terms of Reference continue to be made publicly available via the Trust website.
6. The Board is asked to note that further amendments may be required in relation to section 5.4 of the Standing Orders, depending on the outcome of the Board's decision in relation to the Regulation & Assurance Committee (see agenda item Bo.7.21.18).

### Recommendation

The Board is asked to approve the proposed amendments to the Standing Orders, as attached at Appendix 1.

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Risk assessment						
Strategic Objective	Appetite (G)					
	Avoid	Minimal	Cautious	Open	Seek	Mature
To provide outstanding care for patients			g			
To deliver our financial plan and key performance targets			g			
To be in the top 20% of NHS employers					g	
To be a continually learning organisation				g		
To collaborate effectively with local and regional partners					g	
The level of risk against each objective should be indicated. Where more than one option is available the level of risk of each option against each element should be indicated by numbering each option and showing numbers in the boxes.	Low		Moderate	High	Significant	
	Risk (*)					
Explanation of variance from Board of Directors Agreed General risk appetite (G)	N/A					

Benchmarking implications (see section 4 for details)	Yes	No	N/A
Is there Model Hospital data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is there any other national benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Is the Trust an outlier (positive or negative) for any benchmarking data relevant to the content of this paper?	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Risk Implications (see section 5 for details)	Yes	No
Corporate Risk register and/or Board Assurance Framework Amendments	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Quality implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Resource implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Legal/regulatory implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Diversity and Inclusion implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Performance Implications	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Regulation, Legislation and Compliance relevance	
<b>NHS Improvement: (please tick those that are relevant)</b>	
<input type="checkbox"/> Risk Assessment Framework	<input type="checkbox"/> Quality Governance Framework
<input checked="" type="checkbox"/> Code of Governance	<input type="checkbox"/> Annual Reporting Manual
<b>Care Quality Commission Domain: Well Led</b>	
<b>Care Quality Commission Fundamental Standard: Good Governance</b>	
<b>NHS Improvement Effective Use of Resources:</b> Choose an item.	
<b>Other (please state):</b>	

Relevance to other Board of Director's academies: (please select all that apply)			
People	Quality	Finance & Performance	Other (please state)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>