

March 2019

Board of Directors
Chair:
Ingrid Barker
Deputy Chair & Senior Independent Director:
Nikki Richardson

Appointment and Terms of Service Committee
Chair
Ingrid Barker
Members
Nikki Richardson
Jonathan Vickers
Duncan Sutherland
Marcia Gallagher
Maria Bond
Sumita Hutchison

Audit Committee
Chair:
Marcia Gallagher
Deputy Chair:
Jonathan Vickers
Regularly Attending Exec:
Andrew Lee
Other Members:
Maria Bond
Duncan Sutherland
Nikki Richardson
Sumita Hutchison

Charitable Funds Committee
Chair:
Duncan Sutherland
Deputy Chair:
Marcia Gallagher
Exec Lead:
Andrew Lee
Other Members:
All other Board members
New Highway Charity Trustees Chair:
Duncan Sutherland
Trustees:
Jonathan Vickers
Andrew Lee
Colin Merker
Marcia Gallagher

Delivery Committee
Chair:
Maria Bond
Deputy Chair:
Marcia Gallagher
Exec Lead:
John Campbell

Executive Committee
Chair:
Paul Roberts
Other Members:
John Campbell
Colin Merker
Neil Savage
Amjad Uppal
Andrew Lee
Jane Melton
John Campbell

Development Committee
Chair:
Jonathan Vickers
Deputy Chair:
Duncan Sutherland
Exec Lead:
Jane Melton
Other Members:
Andrew Lee

Governance Committee
Chair:
Nikki Richardson
Deputy Chair:
Maria Bond
Exec Lead:
John Trevains
Other Members:
Amjad Uppal
Jane Melton
Sumita Hutchison

MHL Scrutiny Committee
Chair:
Duncan Sutherland
Deputy Chair:
Nikki Richardson
Exec Lead:
John Campbell
Other Members:
Amjad Uppal

OD & Workforce

Operational Management Meeting

Capital Review Group

Transformation Board

QCR

MHA Forum
Chair or Deputy Chair of MHL
Scrutiny will attend

Operational Group

Committee	Purpose & Comments
Appointments & Terms of Service	Decides appropriate remuneration and terms of service for the Chief Executive and Executive Directors including all aspects of salary, provision for other benefits including pensions and cars, and arrangements for termination of employment and other contractual terms
Audit	<p>Provides the Board with a means of independent and objective review of financial and corporate governance, assurance processes and risk management across the whole of the Trust's activities both generally and in support of the Annual Governance Statement.</p> <p>Ensures there is an effective internal audit function, reviews the findings of external auditors and reviews summaries from other Board Committees to provide assurance to the Board.</p> <p>Committee Chair has a statutory role in terms of Counter Fraud</p> <p>NEDs are all members, but may choose not to attend regularly.</p>
Charitable Funds	<p>Acts as the governing body of the Trust charity, and ensures on behalf of the Board of Trustees that charitable funds are managed in accordance with charity law and the wishes of donors. Has delegated authority from the Board of Trustees.</p> <p>Directors are all members, but may choose not to attend regularly.</p>
Delivery	<p>Monitors the efficient, economic and effective delivery of service and infrastructure operations in line with the Trust's objectives, strategies and plans. The Committee's role includes reviewing of financial, performance, estates, IT and HR indicators, and receiving detailed exception reports on areas of underperformance.</p> <p>Chair has a statutory role in terms of procurement.</p> <p>The Deputy Chair has responsibility for undertaking Security Management in accordance with Directions to NHS Bodies on Security Management Measures 2004.</p>
Development	The Committee seeks assurance that proposals for service development, meet the current and future needs of the Trust, patients and the local health and social care economy, and that engagement and other relevant enabling activities to inform and achieve these service developments have been considered.
Executive Committee	Acts as the executive decision-making body of the Trust and is accountable to Board for enacting the Trust's strategic priorities in line with our values and in pursuance of our purpose and to support the Board in the ongoing development of our strategic vision.
Governance	<p>Ensures the Trust establishes, monitors and maintains appropriate integrated systems, processes and reporting arrangements for the management of all aspects of clinical governance, patient safety and risk.</p> <p>Reviews patient safety, service experience and serious incident data, monitors regulatory compliance, and reviews the Trust's corporate risk register.</p> <p>The Chair acts as the Trust's statutory NED in relation to Learning From Deaths</p> <p>The Deputy Chair acts as the contact under the Whistleblowing Policy.</p>
Mental Health Legislation Scrutiny Subcommittee: <ul style="list-style-type: none"> • Mental Health Act Forum 	<p>Ensures the Trust establishes, monitors and maintains appropriate integrated systems, processes and reporting arrangements to ensure continued compliance with the Mental Health Act, Mental Capacity Act and Human Rights Act and associated codes of practice.</p> <p>Receives findings from Mental Health Act Commissioner visits, reviews legal issues and developments, and oversees MHS Managers' recruitment, training and performance.</p>

Non-Executive Director Appointments and Reappointment Dates March 2019

Name	Date Appointed	Committee Duties	Stakeholder Focus, Special Interest Area and Statutory Roles
Ingrid Barker	1 January 2018 – 31 December 2020 (can be reappointed)	Chair of Trust Board Chair of Council of Governors Chair of Appointments and Terms of Service Committee Chair of Governors' Nominations and Remuneration Committee Member of Charitable Funds Committee	South West Gloucestershire Herefordshire
Nikki Richardson	1 February 2015 – 31 January 2021 (cannot be reappointed)	Deputy Trust Chair Senior Independent Director Chair of Governance Committee Deputy Chair of Mental Health Legislation Scrutiny Committee Member of Appointments and Terms of Service Committee Member of Audit Committee Member of Charitable Funds Committee Member of Mental Health Act Forum	<u>Statutory roles:</u> Learning From Deaths Learning Disability
Jonathan Vickers	1 April 2013 – 31 March 2020 (cannot be reappointed)	Chair of Development Committee Member of Appointments and Terms of Service Committee Deputy Chair of Audit Committee Trustee of New Highways Charity Member of Charitable Funds Committee	Gloucestershire South West
Marcia Gallagher	1 st April 2016 – 31 March 2019 (can be reappointed)	Chair of Audit Committee Deputy Chair of Delivery Committee Deputy Chair of Charitable Funds Committee Member of Appointments and Terms of Service Committee Trustee of New Highways Charity	<u>Statutory roles:</u> Counter Fraud Security Management
Duncan Sutherland	1 st April 2016 – 31 March 2019 (can be reappointed)	Trustee Chair of New Highways Charity Chair of Mental Health Liaison Scrutiny Committee Chair of Charitable Funds Committee Deputy Chair of Development Committee Member of Appointments and Terms of Service Committee Member of Audit Committee	

Name	Date Appointed	Committee Duties	<i>Stakeholder Focus, Special Interest Area and Statutory Roles</i>
Maria Bond	1 November 2016 – 30 October 2019 (can be reappointed)	Chair of Delivery Committee Deputy Chair of Governance Committee Member of Charitable Funds Committee Member of Appointments and Terms of Service Committee Member of Audit Committee Member of Mental Health Act Forum	<u>Statutory role:</u> Whistleblowing Procurement Clinical engagement with partners Gloucestershire
Sumita Hutchison	14 January 2019 – 13 January 2021 (can be reappointed)	Member of Charitable Funds Committee Member of Appointments and Terms of Service Committee Member of Audit Committee	