

LPT Trust Board – 29th March 2022**Non-Executive Director Champion Roles and Responsibilities with effect from 1st April 2022****Purpose of the report**

- To update the Board on the proposed allocation of Non-Executive Director (NED) champion roles following the development of new guidance by NHSIE.
- To appoint the Senior Independent Director (SID)
- To update the Board on the NED team responsibilities

The Board is asked to approve the proposals made in the report

Analysis of the issue

In December 2021 NHSIE issued guidance to all Trusts regarding Non-Executive Director Champion roles – *‘Enhancing Board oversight, A new approach to Non-Executive director champion roles’*.

To ensure Board oversight of important issues, the guidance sets out some recommended NED Champion roles and a new approach for responsibilities that can be discharged through the Trust’s committee structure.

The new approach has been developed with a working group of trust chairs and the CQC have also been consulted. CQC inspectors will be looking for evidence of strong leadership and governance, with effective oversight of specified issues. The Trust will be expected to demonstrate how this is provided including reference to the new guidance where appropriate.

Although the guidance is recommended it is not mandatory, LPT will be adopting this guidance as best practice.

Proposal 1) – NED Champion Roles

The NED Champion roles proposed by NHSIE are shown in the table below along with the named LPT NED and alignment to the LPT committee governance.

	<u>Maternity board Safety Champion</u>	<u>Wellbeing guardian</u>	<u>Freedom to Speak up</u>	<u>Doctors disciplinary</u>	<u>Security management (counter fraud)</u>	<u>Security management (violence & aggression)</u>
<u>NED</u>	Moira Ingham	Cathy Ellis	Ruth Marchington	Ruth Marchington	Darren Hickman	Moira Ingham
<u>Committee</u>	Quality Assurance Committee	Quality Assurance Committee	Quality Assurance Committee	Remuneration Committee	Audit & Assurance committee	Quality Assurance Committee

In addition, the guidance recommended that a further 11 key themes should be overseen through committee structures as follows:

<u>LPT Committee</u>	<u>Themes from guidance</u>
Quality Assurance Committee (QAC)	<ul style="list-style-type: none"> • Hip fractures, falls & dementia • Learning from deaths • Safety & risk • Palliative and end of life care • Health & safety • Children & young people • Resuscitation • Safeguarding
Finance and Performance Committee (FPC)	<ul style="list-style-type: none"> • Cyber security • Procurement
Audit & Assurance Committee (AAC)	<ul style="list-style-type: none"> • Emergency Preparedness

A review of the LPT Board committee Terms of Reference and Workplans will be actioned as part of the LPT committee annual reviews to ensure that these responsibilities are fully reflected.

Proposal 2 – Appointment of Senior Independent Director

The role of the Senior Independent Director (SID) will become vacant when Darren Hickman moves across to his newly appointed ICS Audit Chair role in June 2022. It is proposed to appoint a new SID from 1st April 2022 to ensure a smooth handover. The responsibilities of the role will include:

- Conducting the Chairs appraisal by meeting with the Non-Executives and securing 360 feedback from stakeholders
- The Freedom to Speak Up NED champion
- The Doctors Disciplinary NED champion
- Being the independent NED available to the Board of Directors to raise concerns about the Chair or Chief Executive
- In Foundation Trusts, the SID will also liaise with the Council of Governors. In LPT this role could include at a future date, liaison with the People's Council & Youth Advisory Board.

It is recommended that Ruth Marchington be appointed as the SID. Ruth is an experienced NED, is a well-respected member of the team and has a relevant HR skillset to support the NED champion roles.

Proposal 3) Summary of NED responsibilities and Committee membership

<u>Committee / Role</u>	<u>NED(s)</u>
Senior Independent Director	Ruth Marchington
Deputy Chair	Faisal Hussain
Audit & Assurance Committee	Darren Hickman (Audit Chair) Faisal Hussain (interim FPC Chair) Moira Ingham (QAC Chair)
Remuneration Committee	Cathy Ellis (Chair) Darren Hickman Faisal Hussain Moira Ingham Ruth Marchington Kevin Paterson Vacancy (*)
Charitable Funds Committee	Cathy Ellis (Chair) Ruth Marchington (until 31 August 2022) Faisal Hussain (from 1 September 2022)
Quality Assurance Committee	Moira Ingham (QAC Chair) Ruth Marchington Kevin Paterson
Finance & Performance Committee	Faisal Hussain (interim FPC Chair) Ruth Marchington / Moira Ingham (QAC link) Vacancy (*)
Board walks to frontline services	All NEDs
LLR ICS Finance Committee	Cathy Ellis (Chair) Darren Hickman
LLR ICS Quality & Performance Committee	Moira Ingham
LLR ICS Transition Committee until 1 st July 2022	Faisal Hussain
LPT / NHFT Joint Working Group	Cathy Ellis (Chairing by rotation with Crishni Waring) Ruth Marchington

(*) there is currently a vacancy for the Finance & Performance Committee chair, this is out to recruitment along with the new Audit Chair to replace Darren Hickman when he moves to the ICS.

Decision required

- To approve the proposed allocation of NED champion roles.
- To appoint Ruth Marchington as the Senior Independent Director (SID)
- To approve the NED team roles and committee responsibilities

Governance table

For Board and Board Committees:	Trust Board 29 March 2022	
Paper sponsored by:	Cathy Ellis & Chris Oakes	
Paper authored by:	Cathy Ellis, Chris Oakes & Kate Dyer	
Date submitted:	16 March 2022	
State which Board Committee or other forum within the Trust's governance structure, if any, have previously considered the report/this issue and the date of the relevant meeting(s):	N/A	
If considered elsewhere, state the level of assurance gained by the Board Committee or other forum i.e. assured/ partially assured / not assured:	N/A	
State whether this is a 'one off' report or, if not, when an update report will be provided for the purposes of corporate Agenda planning	Annual review	
STEP up to GREAT strategic alignment*:	High Standards	X
	Transformation	
	Environments	
	Patient Involvement	
	Well Governed	X
	Reaching Out	
	Equality, Leadership, Culture	
	Access to Services	
	Trustwide Quality Improvement	
Organisational Risk Register considerations:	List risk number and title of risk	62 oversight of regulatory standards 69 managing performance
Is the decision required consistent with LPT's risk appetite:	Yes	
False and misleading information (FOMI) considerations:	None	
Positive confirmation that the content does not risk the safety of patients or the public	Confirmed	
Equality considerations:	None	