

## **Chairman's Committee Terms of Reference**

### **1. Constitution**

The Board hereby resolves to establish a Committee of the Board to be known as the Chairman's Committee. The Committee is a non-executive Committee of the Board and has no executive powers other than those specifically delegated in these Terms of Reference.

### **2. Membership**

Trust Chairman and all Non Executive Directors.

### **3. Attendance**

The Non Executive Directors and on invitation the Chief Executive

### **4. Frequency of meetings**

At least four times a year

### **5. Authority**

The Committee is authorised by the Board to investigate any activity within the Terms of Reference.

It is authorised to seek any information it requires for any employee and all employers as desired to co operate with any request made by the Committee.

The Committee is authorised by the Board to obtain outside legal or other independent professional advise and to secure the attendance of outsiders with relevant experience and expertise if it considers this to be necessary.

### **6. Reporting**

The Chairman of the Committee will report to the next meeting of the Board following the Committee, summarising any views of the discussion learned by themselves as relevant to the executive directions of the Board.

### **7. Key responsibilities**

- To provide a forum for the factual briefing of non-executive directors;

- To facilitate discussion on matters which, in the view of the non-executive directors, need to be included in Board agendas;
- To enable the non-executive directors to consider and advise on any matter raised by the non-executive Chairman of a Board committee.

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