

Board Meeting in Public

Tuesday, 31 January 2023

Title of Report	Standing Orders	Agenda No.	4.1.1
Nature of Report (tick one)	<input checked="" type="checkbox"/> Official	<input type="checkbox"/> Official Sensitive	
Author(s)	Brenda Thomas, Interim Deputy Company Secretary		
Lead Executive	Janet Kidd, General Counsel and Company Secretary		
Non-Executive Director Sponsor (if applicable)	Peter Wyman, Chair		
Presented for (tick all that applies)	<input checked="" type="checkbox"/> Approval	<input type="checkbox"/> Information	
	<input type="checkbox"/> Assurance	<input type="checkbox"/> Update	
Purpose of the report and key issues			
<p>The Standing Orders have been updated and presented to the Board for review and approval, following review at the Audit, Risk and Governance Committee (ARGC). The ARGC reviewed the Standing Orders at its meeting on 12 January 2023 and recommended them to the Board for approval.</p> <p>The Standing Orders were extensively updated when the last review was done in January 2022. This review reflects the new Board committee structure, details of which can be found in section 2 of the report.</p>			
Previously Considered by			
The Audit, Risk and Governance Committee reviewed the Standing Orders at its meeting on 12 January 2023, and recommended to the Board for approval.			
Recommendation	The Board is asked to approve the Standing Orders as recommended by the Audit, Risk and Governance Committee.		
Risk(s) identified (Link to Board Assurance Framework Risks)			
Linked to Regulatory Compliance risk (BAF-09).			
Strategic Objective(s) this paper relates to: [Click on all that applies]			
<input checked="" type="checkbox"/> Collaborate with partners <input checked="" type="checkbox"/> Invest in people and culture <input checked="" type="checkbox"/> Drive innovation <input checked="" type="checkbox"/> Modernise our operations <input checked="" type="checkbox"/> Grow and diversify our donor base			
Appendices:	Appendix 1 – NHSBT Standing Orders		

1. Background

NHSBT's Standing Orders are the written rules which regulate the proceedings of the organisation, they are closely linked to our Establishment Order and alongside the Scheme of Delegation and Standing Financial instructions, set the foundations of NHSBTs governance framework.

The Standing Orders were last reviewed in January 2022, following a redraft of the Department of Health and Social Care (DHSC) and NHSBT Framework Agreement in October 2021 and the recommendations from the Board Effectiveness review undertaken by Campbell Tickell in September 2021.

The Board at its meeting on 27 September 2022, approved a new Board Committee structure, following recommendations pertaining specifically to the operation of Board Committees set out in the 'NHS Blood and Transplant Board effectiveness review: Final report', October 2021.

The approved changes were as follows:

- a) A new Clinical Governance Committee (CGC) reporting into the Board was created; the CARE Committee closed, with all current CARE groups reporting to the new CGC, and responsibility for clinical oversight moves to CGC from the ARGC.
- b) The remit of the ARGC was revised to include finance and performance assurance.
- c) The Research and Development (R&D) Committee closes and is replaced by Scientific Advisory Board reporting to the Executive Team. Oversight of R&D governance remains with the Chief Medical Officer and CGC as part of the Clinical Governance Framework assurance.
- d) The formal reporting line for the Information Governance Committee revised to the ARGC.
- e) The formal reporting line for the Risk Management Committee changed to the ARGC instead of the Executive Team, in line with the information governance reporting changes.

The amendments to the Standing Orders mainly relate to the new Board Committee structure.

2. Summary of Changes

The full Standing Orders can be found at appendix 1. Below is a summary of the amendments made:

- a) All references to 'he or she' amended to 'they'; and 'him or her' amended to 'their'
- b) List of committees changed to reflect the current Board Committee structure, as follows:
 - i. Added Clinical Governance Committee
 - ii. Removal of Finance and Performance Committee
 - iii. Removal of Research and Development Committee
- c) Minor administrative changes.