

Classification: Official

Publication approval reference: PAR994



Enhancing board oversight

# A new approach to non-executive director champion roles

Version 1, December 2021

# Contents

1. Summary .....	3
1.1 Introduction .....	3
1.2 Status of guidance .....	4
1.3 Co-developing the approach .....	4
1.4 New recommended approach .....	4
2. Implementation and support .....	6
2.1 Review current roles .....	6
2.2 Align remaining roles to committee structures .....	6
2.3 Outline reporting structures.....	6
2.4 Update terms of reference .....	6
2.5 Ongoing support .....	7
Annex 1: Retained NED champion roles .....	8
1. Maternity board safety champion .....	8
2. Wellbeing guardian .....	9
3. FTSU NED champion .....	9
4. Doctors disciplinary NED champion/independent member .....	10
5. Security management NED champion .....	11
Annex 2: Issues that can be overseen through committee structures .....	12
Quality and Safety Committee .....	12
1. Hip fractures, falls and dementia.....	12
2. Palliative and end of life care .....	13
3. Resuscitation .....	13
4. Learning from deaths .....	14
5. Health and safety .....	14
6. Safeguarding .....	15
7. Safety and risk .....	15
8. Lead for children and young people.....	15
Audit and Risk Committee .....	16
9. Counter fraud.....	16
10. Emergency preparedness.....	16
Finance, Performance and Planning Committee .....	17
11. Procurement .....	17
12. Cyber security.....	17

Workforce/People Committee .....	18
13. Security management – violence and aggression .....	18
Resources .....	20
Summary of roles by suggested committee and further sources of information	20

# 1. Summary

## 1.1 Introduction

This guidance sets out a new approach to ensuring board oversight of important issues by discharging the activities and responsibilities previously held by some non-executive director (NED) champion roles, through committee structures. It also describes which roles should be retained and provides further sources of information on each issue. For the purposes of this guidance the term NED champion includes ‘named NEDs’ and ‘NED leads’.

There are a range of issues which at various times have required additional board level focus to respond to and learn from high-profile failings in care or leadership. This has resulted in several reviews and reports establishing a requirement for trust boards to designate NED champions for specific issues to deliver change. This has led to an increasing number of roles spanning quality, finance and workforce.

The number of NED champion roles started to make it difficult for trusts to discharge them all effectively, particularly with a limited number of NEDs, and many do not have a role description, making it difficult to measure their impact on delivering change. Some roles have also been in place for over a decade without review.

Working with stakeholders, we have reviewed the issues the roles were originally established to address, to consider the most effective means of making progress now. There are a small number that are statutory requirements and some that still require an individual to drive change or fulfil a functional role. In these instances, the principle of the unitary trust board – with joint responsibility and decision making – remains. However, there are many issues where we now consider progress will be best made through existing trust committees rather than through individual NED champion roles.

This new approach will help enhance board oversight for these issues, by ensuring they are embedded in governance arrangements and assurance process, and through providing an audit trail of discussions and actions identified by committees. The risk of false assurance among chairs and directors who are not designated ‘champions’ will also be reduced, as oversight of transformational change to

improve care and responsibility to constructively challenge on all issues using Appreciative Inquiry approaches, will rest with the whole committee and not just an individual. By reducing the risk of individual NEDs becoming too involved in operational detail, this approach may also help maintain their independence – something that NEDs are uniquely positioned to bring to a board.

## 1.2 Status of guidance

This new approach is recommended but not mandatory. If trusts consider NED champion roles an effective tool to provide assurance to their board on specific issues, then they have the flexibility to retain or implement that approach.

## 1.3 Co-developing the approach

The new approach has been co-developed with a working group of trust chairs and we have also held a series of workshops with a range of providers. This enabled us to identify current roles and test alternative approaches to enhancing board oversight of important issues. We have engaged with national policy teams on the issues requiring oversight at board level that have associated NED champion roles. Further detail on each issue is provided in annexes 1 and 2.

We have engaged with the Care Quality Commission (CQC) throughout the development of this approach. While there is a shared understanding that strong leadership and board oversight is critical for the provision of high-quality care, the governance arrangements that individual trusts use to achieve this is expected to vary according to local circumstances and priorities. CQC inspectors will be looking for evidence of strong leadership and governance, with effective oversight of important issues. Trusts will be expected to demonstrate how they provide this, including with reference to this guidance where appropriate.

## 1.4 New recommended approach

For each issue, we identified the original review or report that recommended the establishment of a NED champion role and worked with the relevant national policy team to consider the current status of the role and the best way of responding to the issue at this point in time. In many cases, it was agreed that board oversight would be enhanced through a change from NED champion roles to committee discharge. It was also noted that the new approach should sit alongside other effective governance tools such as walkarounds, for example.

The table below sets out the NED champion roles that were in scope for this review and their status under the new approach.

Roles to be retained				
Maternity board safety champion	Wellbeing guardian	Freedom to speak up	Doctors disciplinary	Security management
Roles to transition to new approach				
Hip fracture, falls and dementia	Learning from deaths	Safety and risk	Palliative and end of life care	Health and safety
Children and young people	Resuscitation	Cybersecurity	Emergency preparedness	Safeguarding
Counter fraud	Procurement	Security management- violence and aggression		

It should be noted that the table above includes those issues for which a report or review has suggested a NED champion role should be established and does not include all important issues that trusts should have oversight of.

## 2. Implementation and support

To support the effective implementation of this new approach we recommend that trusts take the following steps:

### 2.1 Review current roles

Trusts should undertake a review to identify a list of their current NED champion roles. Annex 1 outlines roles that are statutory roles or that continue to require an individual to discharge those responsibilities. These roles should be retained. All other roles should be embedded in governance arrangements and aligned to committee structures where possible.

### 2.2 Align remaining roles to committee structures

Where we have recommended that issues are now discharged through a committee, we have grouped these issues by 'theme' to align with committee structures commonly used by trusts. However, this is not prescriptive, and trusts will want to align issues with the committee that they believe is the best fit and is aligned with their current governance arrangements.

Understandably some complex issues may fall under the remit of more than one committee structure – in these cases trust boards may wish to adopt a joint approach to ensure appropriate assurance.

### 2.3 Outline reporting structures

It will be up to trusts to decide how committees should report back on their assurance activities to the board, whether that is through existing reporting mechanisms or by establishing new periodic updates on issues that were previously the responsibility of a NED champion. Company secretaries may wish to ensure these issues are included on board/committee forward plans.

### 2.4 Update terms of reference

As trusts review their governance arrangements, they will want to ensure that committee terms of reference reflect any new responsibilities and respective reporting requirements because of these changes. Committee chairs and members

may wish to consider actions needed to discharge the roles effectively, such as regular engagement with an executive lead, background reading, visiting services and attending seminars or training as available and appropriate to the trust.

## 2.5 Ongoing support

While some trusts may already be working with similar arrangements, it is recognised that effective implementation may require cultural and behavioural shifts. To support implementation, it would be useful to receive trusts' feedback on where the proposed approach has worked well, to identify examples of best practice. We (NHS England and NHS Improvement) can then support in disseminating successful case studies and lessons learned with other trusts.

Existing platforms such as the [NHS Providers Company Secretaries Network](#), existing care groups and regional forums will be used to share those learnings and collect feedback.

This guidance will be kept under review and updated as necessary.

Please send feedback and best practice examples to [nhsi.providerpolicyengagement@nhs.net](mailto:nhsi.providerpolicyengagement@nhs.net).



# Annex 1: Retained NED champion roles

We have identified five NED champion roles which at this point should be retained. These are maternity board safety champion, wellbeing guardian, freedom to speak up guardian (FTSU), doctors disciplinary and security management. These should be retained because they are either a statutory requirement, the function requires a named individual to discharge or because we consider having an individual NED to be the most effective way of delivering the changes that are needed. This section provides further detail on these roles and additional sources of information are set out in the Resources section.

## 1. Maternity board safety champion

Applies to	All trusts providing maternity services
Type of role	Assurance
Legal basis	Recommended
Role description	<a href="#">Maternity NED role descriptor</a>

In response to the [Morecambe Bay Investigation \(2015\)](#), this role was established through [Safer Maternity Care 2016](#), which stated that “Senior trust managers will want to ensure unfettered communication from ‘floor-to-board’ by appointing a board level maternity champion”. The role is in line with recommendations from the [Ockenden Review \(2020\)](#) and while not a statutory requirement, for trusts providing maternity services having a named NED maternity board safety champion is recommended.

The champion should act as a conduit between staff, frontline safety champions (obstetric, midwifery and neonatal), service users, local maternity system (LMS) leads, the regional chief midwife and lead obstetrician and the trust board to understand, communicate and champion learning, challenges and successes.

The named champion could be the chair of the quality and safety committee and the requirements of the role could be discharged through the appropriate committee provided trusts ensure that the clinical director and director of midwifery are integral

to these committee meetings. NEDs should use appreciative inquiry approaches and the [Maternity Self-Assessment Tool](#) to provide assurance to the board that the best quality maternity care is being provided by their trust. Trusts may also wish to note that the [NSR maternity incentive scheme safety actions](#) refer to the maternity board safety champion role under Safety Action 9.

Along with other recommendations contained in the Ockenden Review, this role will be reviewed nationally in 2-3 years' time to gauge its effectiveness.

## 2. Wellbeing guardian

Applies to	All trusts
Type of role	Assurance
Legal basis	Recommended
Role description	<a href="#">Guardian community website and role description</a>

This role originated as an overarching recommendation from the Health Education England 'Pearson Report' ([NHS Staff and Learners' Mental Wellbeing Commission 2019](#)) and was adopted in policy through the '[We are the NHS People Plan for 2020-21 – action for us all](#)'. The NED should challenge their trust to adopt a compassionate approach that prioritises the health and wellbeing of its staff and considers this in every decision.

The role should help embed a more preventative approach, which tackles inequalities. As this becomes routine practice for the board, the requirement for the wellbeing guardian to fulfil this role is expected to reduce over time. The [Guardian community website](#) provides an overview of the role and a range of supporting materials.

## 3. FTSU NED champion

Applies to	All trusts
Type of role	Functional
Legal basis	Recommended
Role description	<a href="#">FTSU supplementary information</a>

The [Robert Francis Freedom to Speak Up Report \(2015\)](#) sought to develop a more supportive and transparent environment where staff are encouraged to speak up about patient care and safety issues. In line with the review, it is recommended that all NHS trusts should have this functional FTSU guardian role so that staff have a clear pathway and an independent and impartial point of contact to raise their concerns in the organisation.

The role of the NED champion is separate from that of the guardian. The NED champion should support the guardian by acting as an independent voice and board level champion for those who raise concerns. The NED should work closely with the FTSU guardian and, like them, could act as a conduit through which information is shared between staff and the board (p.146, Francis FTSU report).

All NEDs should be expected to provide challenge alongside the FTSU guardian to the executive team on areas specific to raising concerns and the culture in the organisation. When an issue is raised that is not being addressed, they should ask why. A full description of NED responsibilities can be found in the [FTSU supplementary information](#).

## 4. Doctors disciplinary NED champion/independent member

Applies to	All trusts (advisory for foundation trusts)
Type of role	Functional
Legal basis	Statutory
Role description	None

Under the 2003 [Maintaining High Professional Standards in the modern NHS: A Framework for the Initial Handling of Concerns about Doctors and Dentists in the NHS](#) and the associated [Directions on Disciplinary Procedures 2005](#) there is a requirement for chairs to designate a NED member as “the designated member” to oversee each case to ensure momentum is maintained. There is no specific requirement that this is the same NED for each case. The framework was issued to NHS foundation trusts as advice only.

## 5. Security management NED champion

Applies to	All trusts, excluding NHS foundation trusts
Type of role	Assurance
Legal basis	Statutory
Role description	None

Under the [Directions to NHS Bodies on Security Management Measures 2004](#) there is a statutory requirement for NHS bodies to designate a NED or non-officer member to promote security management work at board level. Security management covers a wide remit including counter fraud, violence and aggression and also security management of assets and estates. Strategic oversight of counter fraud now rests with the Counter Fraud Authority and violence/aggression is overseen by NHS England and NHS Improvement.

While promotion of security management in its broadest sense should be discharged through the designated NED, relevant committees may wish to oversee specific functions related to counter fraud and violence/aggression. We have included further guidance on these two functions in Annex 2. Boards should make their own local arrangements for the strategic oversight of security of assets and estates.

# Annex 2: Issues that can be overseen through committee structures

This section covers those issues which reports or reviews previously suggested should be overseen by a NED champion, but which we now consider are best overseen through committee structures. Trusts should use their discretion to determine the relevance of each issue to their trust. It should be noted that there will be many other important issues not included in this guidance that trusts should also have oversight of.

For the purposes of this guidance the issues are grouped into ‘themes’ aligned to committee structures commonly used by trusts. However, each trust will need to determine whether each issue is relevant to their trust and how best they should be allocated to their committee structures, especially since some issues will cut across several committees. These issues and themes are summarised in table format under the resources section.

## Quality and Safety Committee

### 1. Hip fractures, falls and dementia

All trusts and health boards should have a director with responsibility for falls and the ‘National Audit of Inpatient Falls Audit (NAIF) Report 2020’ recommends a patient safety group which is overseen by a member of the executive and non-executive team. This could be fulfilled by an executive rather than a NED, provided there is committee and board oversight of safety, prevention and risk management and use of data to gauge the effectiveness of practice.

Hip fractures and other serious harms resulting from inpatient falls can be linked to dementia. The board should consider the benefits of joint oversight and strategic planning across both agendas and implement where appropriate. Sufficient senior level support to enable systemic change is needed, including effecting change in partner external organisations and allocating resources as needed.

The Quality Committee may wish to ensure that the executive lead for dementia attends the Quality Committee and, in acute trusts, that they also attend the Dementia Steering Group, reporting issues into the Quality Committee. The NAIF audit has produced a useful [information guide for healthcare champions](#) which could be accessed to support this work.

## 2. Palliative and end of life care

The [Ambitions for Palliative and End of Life Care National Framework 2021-26](#) set out six key ambitions for the improvement of Palliative and End of Life Care (PEoLC). Improving quality is one of the three strategic priorities of the national NHS England and NHS Improvement PEoLC programme, including high quality PEoLC, for all, irrespective of condition or diagnosis.

The impact of executive leadership on improving the quality of PEoLC is a theme that has been identified by the NHSE PEoLC team during visits to trusts. Having a NED as part of the PEoLC Executive committee, led to significant support at the Board and a focus on PEoLC. Board level oversight for PEoLC can be well supported through the Quality Committee, with reporting into the Board. The work of the Quality Committee might include:

- attendance of a NED from the Quality Committee at the PEoLC Executive Committee
- ensuring the board is aware of standards of care in PEoLC
- reviving PEoLC complaints to see where improvements could be made.

## 3. Resuscitation

Health Service Circular Series Number: HSC 2000/028 (Sept 2000) stipulates that chief executives of all NHS trusts should give a NED designated responsibility on behalf of the trust board for ensuring that a resuscitation policy is agreed, implemented, and regularly reviewed within the clinical governance framework.

This has been referred to more recently in the May 2020 Resuscitation Council Quality Standards in relation to acute, mental health and community trusts. The Quality Committee may wish to discharge this role, rather than an individual NED, and include this on the committee workplan, ensuring sign-off from the board.

## 4. Learning from deaths

Executive and non-executive directors have a key role in ensuring their provider is learning from issues such as incidents and complaints and identifying opportunities for improvement in healthcare identified through reviewing or investigating deaths. All NEDs play a crucial role in constructively challenging the executives to satisfy themselves that clinical quality controls and risk management systems are robust and defensible.

In particular, they should familiarise themselves with the care provided to individuals with learning disabilities and those with mental health needs and should encourage meaningful engagement with bereaved families/carers. The Quality Committee in particular should understand the Learning from Deaths review process, champion quality improvement that leads to actions that improve patient safety, and assure published information on the organisation's approach, achievements and challenges. [Implementing the Learning from Deaths Framework: Key requirements for trust boards](#) includes some useful questions that NEDs may wish to ask in relation to these responsibilities.

## 5. Health and safety

Strong leadership at board level and a strong safety culture, combined with NED scrutiny, are essential. Health and safety should be viewed in its broadest sense to include patient safety, employee safety, public safety and system leadership. As such the remit will cut across committees including Quality, Workforce/People and Planning (estates). All committees need to help ensure their organisation gets the right direction and leadership on health and safety matters through performing a scrutinising role – ensuring the integrity of processes to support boards facing significant health and safety risks.

Committee members should have a sound understanding of the risks, the systems in place for managing them, an appreciation of the causes of any failures and an understanding of the legal responsibilities of employers and individual directors for ensuring the health and safety of workers and others affected by work activities. They should be familiar with the trust's health and safety policy – which should be an integral part of the organisation's culture, values and standards – and assure themselves that this is being followed.

## 6. Safeguarding

[Safeguarding Children and Young People: Roles and Competencies for Healthcare Staff](#) suggests that boards should consider the appointment of a NED to ensure the organisation discharges its safeguarding responsibilities appropriately and to act as a champion for children and young people.

This role could be discharged through a committee but in ensuring appropriate scrutiny of their trust's safeguarding performance, all board members should have Level 1 core competencies in safeguarding and must know the common presenting features of abuse and neglect and the context in which it presents to healthcare staff. In addition, board members should understand the statutory role of the board in safeguarding including partnership arrangements, policies, risks and performance indicators; staff roles and responsibilities in safeguarding; and the expectations of regulatory bodies in safeguarding.

The CQC Trust-Level Well Led Framework does not reference a safeguarding NED; rather it notes that the inspection team should speak to the/any senior member of the organisation with safeguarding responsibility.

## 7. Safety and risk

The Trust-Level Well-Led Inspection Framework refers to interviewing a sample of NEDs with the NED for safety and risk being a priority. This is not intended to imply that a specific NED champion role should be in place. Moreover, it refers generally to a NED that would have suitable oversight of these areas such as the chair of Quality and/or Audit committees as examples.

CQC have endorsed the new approach recommended in this guidance. However, should trusts wish to do so, then allocating the role to an individual NED as one tool for ensuring strong leadership and governance is acceptable practice.

## 8. Lead for children and young people

The Core Service Inspection Framework for Children and Young People (CYP) refers to an interview with the 'NED on the board with responsibility for CYP'. This is not intended to imply that a specific NED lead role should be in place. Moreover, it refers generally to a NED that would have suitable oversight of this area, such as the chair of quality for example. CQC have endorsed the new approach recommended in this guidance. However, should trusts wish to do so, then



allocating the role to an individual NED as one tool for ensuring strong leadership and governance is acceptable practice.

## Audit and Risk Committee

### 9. Counter fraud

The role of fraud champion is one that is suited to a senior manager who is directly employed by the trust. This could also be an executive but is not intended to be a NED role. The 2004 Counter Fraud Directions included a requirement for NHS trusts to designate a NED to undertake specific responsibility for counter fraud. However, these were revoked by the 2017 Directions on Counter Fraud, so there is no longer a statutory requirement to designate a NED champion for counter fraud.

NHS funded services are required to provide the NHS Counter Fraud Authority (NHSCFA) details of their performance annually against the [Government Functional Standard 013: Counter Fraud](#) and NHSCFA ask that the audit committee chair (usually a NED) signs off the trust's submissions. The audit committee chair (and members) may also wish to review the local counter fraud specialist's (LCFS) final reports and consider any necessary improvements to controls, along with any recommendations contained within reports following NHSCFA's engagement through its quality assurance programme.

### 10. Emergency preparedness

The NHSE Emergency Preparedness, Resilience and Response (EPRR) Framework sets out the responsibilities of the accountable emergency officer (AEO), who is expected to be a board level director with executive authority and responsibility for ensuring that the organisation complies with legal and policy requirements.

The Framework suggests that a NED or other appropriate board member should support the AEO and endorse assurance to the board that the organisation is complying with legal and policy requirements. This will include assurance that the organisation has allocated sufficient experienced and qualified resource to EPRR.

The independence that NEDs bring is essential to being able to hold the AEO to account, but responsibility for EPRR sits with the whole board and all NEDs should assure themselves that requirements are being met. EPRR should be included on

appropriate committee forward plans and EPRR board reports, including EPRR annual assurance, should be taken to the board at least annually.

Given the synergies between the agenda for EPRR and other important issues such as security management and health and safety, triangulation between these areas through the Board and committees will be essential.

## Finance, Performance and Planning Committee

### 11. Procurement

Procurement should be seen by the board as a value-adding function. The Finance, Performance and Planning Committee should help raise awareness of commercial matters at board and director levels and facilitate discussions that identify benefits to procurement activity and strategic development. The committee would need to understand the scope of procurement, the priorities (at national and at integrated care system level) and the challenges of delivering change. The Audit Committee should regularly review procurement.

Our Procurement Target Operating Model (PTOM) programme team is seeking ambassadors who can advocate and raise the profile of procurement at a local level. This role can also be carried out by an executive, provided there is committee and board oversight. NEDs should collectively provide assurance via these committees to the board that their trust is viewing procurement as a priority, engaging with the PTOM programme and aligning their procurement activity with national activity.

### 12. Cyber security

Board leadership is seen as essential to the success of this agenda so trusts may decide it is more appropriate for this function to be discharged by the board than a committee. NEDs should provide check and challenge, ensuring information governance has been considered in all decisions and that this can be evidenced.

Each trust should have a senior information risk owner (SIRO), who would usually be an executive, although trusts can appoint a NED to this role should they wish to do so. The SIRO should ensure on behalf of the board that the [10 minimum cyber-security standards](#) are followed throughout their organisation.

The board/committee should regularly review cyber security risks, ensuring appropriate mitigation, and that regular maintenance of critical systems and equipment takes place, while minimising impact on clinical services during system downtime. This should include the following:

- Removal of unsupported systems from trust networks.
- Timely patching of systems and prompt action on high severity Alerts when they are issued.
- Ensuring robust and immutable backups are in place.

It is also recommended that boards undertake annual cyber awareness training, in addition to the mandatory and statutory information governance training that individual board members are required to complete.

## Workforce/People Committee

### 13. Security management – violence and aggression

As set out in '[We are the NHS People Plan for 2020-21 – action for us all](#)' and the [NHS Violence Prevention and Reduction Standard 2020](#), the board may wish to ensure the following:

- The trust has committed to develop a violence prevention and reduction strategy and this commitment has been endorsed by the board, which is underpinned by relevant legislation (set out in the [Violence Prevention and Reduction Standard 2020](#)), ensuring the strategy is monitored and reviewed regularly – 'regularly' to be decided by the board.
- Inequality and disparity in the experience of any staff groups, including those with protected characteristics, has been addressed and clearly referenced in an equality impact assessment, which has been made available to all stakeholders.
- A senior management review is undertaken twice a year and as required or requested, to evaluate and assess the Violence Prevention and Reduction Programme, the findings of which are shared with the board.

The Workforce/People Committee may wish to align this with wider wellbeing work being undertaken by the committee, particularly in relation to wellbeing support after violence.

# Resources

## Summary of roles by suggested committee and further sources of information

The following is a list of further reading that NEDs and other board members may find useful in developing their knowledge and understanding of the issues highlighted in this document.

Role	Links to further reading
<b>General</b>	
Maternity board safety	<ul style="list-style-type: none"> <li>• <a href="#">Morecambe Bay Investigation (2015)</a></li> <li>• <a href="#">Ockenden Review (2020)</a></li> <li>• <a href="#">NSR Maternity Incentive Scheme Safety Actions</a></li> <li>• <a href="#">Maternity and Neonatal Safety Champions Toolkit</a></li> <li>• <a href="#">Transforming Perinatal Safety Resource Pack</a></li> <li>• <a href="#">NHS England and NHS Improvement Maternity Safety Resources</a></li> <li>• <a href="#">Safer Maternity Care 2016</a></li> </ul>
Wellbeing guardian	<ul style="list-style-type: none"> <li>• <a href="#">Guardian Community website and role description</a></li> <li>• Health Education England 'Pearson Report' (<a href="#">NHS Staff and Learners' Mental Wellbeing Commission 2019</a>)</li> </ul>
Freedom to speak up	<ul style="list-style-type: none"> <li>• <a href="#">Report template – NHS England and NHS Improvement website (england.nhs.uk)</a></li> <li>• <a href="#">Robert Francis Freedom to Speak Up report</a></li> <li>• <a href="#">FTSU supplementary information</a></li> <li>• <a href="#">FTSU Guidance and self-review tool</a></li> </ul>
Doctors disciplinary	<ul style="list-style-type: none"> <li>• <a href="#">Directions on Disciplinary Procedures 2005</a></li> <li>• <a href="#">Maintaining High Professional Standards in the modern NHS</a></li> </ul>
Security management	<ul style="list-style-type: none"> <li>• <a href="#">Directions to NHS Bodies on Security Management Measures 2004</a></li> </ul>

Role	Links to further reading
<b>Quality and Safety Committee</b>	
Hip fracture, falls and dementia	<ul style="list-style-type: none"> <li>• <a href="#">Patient Information Resource National Audit of Inpatient Falls- Guide for Healthcare Champions</a></li> <li>• <a href="#">National Audit of Inpatient Falls (NAIF) 2020 Annual Report   RCP London</a></li> <li>• <a href="#">NICE Guidance - Falls in Older People: Assessing Risk and Prevention</a></li> <li>• <a href="#">Dementia Care Pathway- Full implementation guidance</a></li> <li>• <a href="#">Dementia wellbeing in the COVID pandemic</a></li> <li>• <a href="#">NHS England Dementia: Good Personalised Care and Support Planning Information for primary care providers and commissioners - Guidance</a></li> </ul>
Palliative and end of life care	<ul style="list-style-type: none"> <li>• <a href="#">Ambitions for Palliative and End of Life Care: a national framework for local action 2021-2026</a></li> <li>• <a href="#">“What NHS England is doing to improve end of life care”, NHS England and NHS Improvement webpage</a></li> <li>• <a href="#">“Resources on End of Life Care”, NHS England and NHS Improvement webpage</a></li> </ul>
Resuscitation	<ul style="list-style-type: none"> <li>• <a href="#">Quality Standards: Acute Care, Resuscitation Council UK</a></li> </ul>
Learning from deaths	<ul style="list-style-type: none"> <li>• <a href="https://www.england.nhs.uk/wp-content/uploads/2017/03/nqb-national-guidance-learning-from-deaths.pdf">https://www.england.nhs.uk/wp-content/uploads/2017/03/nqb-national-guidance-learning-from-deaths.pdf</a></li> </ul>
Safety and risk	<ul style="list-style-type: none"> <li>• <a href="#">Inspection Framework – trust-wide well led, CQC</a></li> </ul>
Lead for children and young people	<ul style="list-style-type: none"> <li>• <a href="#">Inspection framework – NHS Hospitals services for children and young people, CQC</a></li> </ul>
Safeguarding	<ul style="list-style-type: none"> <li>• <a href="#">Safeguarding Children and Young People: Roles and Competencies for Healthcare Staff</a></li> </ul>
Health and safety	<ul style="list-style-type: none"> <li>• <a href="#">“Leading Health and Safety at Work”, HSE webpage</a></li> <li>• <a href="#">FAQs: Leading health and safety at work, HSE webpage</a></li> <li>• <a href="#">Leading health and safety at work: Actions for directors, board members, business owners and organisations of all sizes- Guidance, HSE</a></li> </ul>

Role	Links to further reading
<b>Audit and Risk Committee</b>	
Counter fraud	<ul style="list-style-type: none"> <li>Refer to service condition 24 of the NHS standard contract: <a href="#">2021/22 NHS Standard Contract, NHS England and NHS Improvement</a></li> <li><a href="#">“Information for Fraud Champions”, Fraud Prevention, NHS Counter Fraud Authority webpage</a></li> </ul>
Emergency preparedness	<ul style="list-style-type: none"> <li><a href="#">NHS England and NHS Improvement Emergency Preparedness, Resilience and Response Framework – Guidance</a></li> </ul>
<b>Finance, Performance and Planning Committee</b>	
Procurement	<ul style="list-style-type: none"> <li><a href="#">NHS Procurement: Raising Our Game – Best Practice Guidance</a></li> </ul>
Cyber security	<ul style="list-style-type: none"> <li><a href="#">2017/18 Data Security and Protection Requirements- Guidance</a></li> <li><a href="#">Data Security and Protection Toolkit, NHS Digital</a></li> <li><a href="#">The Minimum Cyber Security Standard- Guidance, Cabinet Office</a></li> <li><a href="#">Lessons learned review of the WannaCry Ransomware Cyber Attack – Independent report</a></li> </ul>
<b>Workforce/People Committee</b>	
Security management - violence and aggression	<ul style="list-style-type: none"> <li><a href="#">Violence prevention and reduction standard</a></li> </ul>

NHS England and NHS Improvement  
Skipton House  
80 London Road  
London  
SE1 6LH

[england.contactus@nhs.uk](mailto:england.contactus@nhs.uk)

This publication can be made available in a number of other formats on request.