

## **TERMS OF REFERENCE**

### **Committee to Review Statutory Guidance to Trust Special Administrators**

#### **Membership**

Paul Burstow MP will serve as the Chair. The Chair will appoint up to five other members to consist of two members representing the House of Commons, one representing the House of Lords, one member representing the NHS Confederation and one member representing National Voices. Each will bring their own insights and expertise from their respective roles. Where members represent organisations they will be able to bring the perspectives of those organisations into the Committee's deliberations. Members will act in an independent capacity to the Department of Health and its Ministers.

#### **Terms of Reference**

The committee will consider existing statutory guidance to Trust Special Administrators and make recommendations to the Secretary of State or Monitor for their consideration, specifically in relation to how updated guidance can:

- *facilitate the conduct of the TSA's statutory consultation to ensure meaningful and effective engagement;*
- *enable the participation and agreement of relevant commissioners to the extent that agreement is possible to the TSA's report which affects essential services for which they are responsible;*
- *address cross-border impacts.*

The circumstances under which the Trust Special Administrator's regime is triggered are matters for the Secretary of State or, in the case of a Foundation Trust, Monitor and therefore not included in the terms of reference. However, the Committee may offer suggestions in relation to this area for consideration by the Secretary of State or Monitor.

#### **Number, frequency and organisation of meetings**

This will be determined by the Chair and the other Committee members.

#### **Remuneration**

Members will not be remunerated for activities undertaken in their capacity as members of the Committee.

#### **Confidentiality**

The terms of reference, membership and dates of meetings will be published. Deliberations of the Committee are confidential. The documents, information and/or other material provided to the Committee shall be used solely for achieving the Committee's purpose and treated as confidential, unless they are already in the public domain or the authors' express permission has been obtained.