

(d) **Charitable Funds Committee**

The board shall establish a Charitable Funds Committee which shall meet at least quarterly and be answerable to, and report to, the board.

The terms of reference of the Committee have effect as if incorporated into the Standing Orders.

(e) **Workforce Committee**

The board shall establish a Workforce Committee which shall meet at least quarterly and be answerable to, and report to, the board.

The terms of reference of the Committee have effect as if incorporated into the Standing Orders.

(f) **Quality & Safety Committee**

The board shall establish a Quality & Safety Committee which shall meet at least quarterly and be answerable to, and report to, the board.

The terms of reference of the Committee have effect as if incorporated into the Standing Orders.

(g) **Other Committees**

The board shall establish any other permanent or ad hoc committees as may be required. It is not necessarily a requirement that these other committees report directly to the board, but in all cases the reporting arrangements will be defined in their terms of reference.

38. Confidentiality

38.1 A member of a committee shall not disclose a matter dealt with by, or brought before, the committee without its permission until the committee shall have reported to the board or shall otherwise have concluded on that matter.

38.2 A director of the trust or a member of a committee shall not disclose any matter reported to the board or otherwise dealt with by the committee, notwithstanding that the matter has been reported or action has been concluded, if the board or committee shall resolve that it is confidential.

PART V - STANDARDS OF BUSINESS CONDUCT

39. Policy

Staff must comply with the national guidance contained in HSG(93)5 'Standards of Business Conduct for NHS staff'. The following provisions should be read in conjunction with that document.

that individual's name on the Register of Members and they shall thereupon become a member provided that the trust has been provided with the information, if any, requested pursuant to paragraph 1.3.2 to enable it to administer the membership;

- 1.3.4** if the individual has failed to provide the information requested by the trust within 14 days of being invited by the trust to provide it in accordance with paragraph 1.3.2 above, the trust shall give notice in writing to the applicant that the information has not been provided and that unless and until the information is provided that individual's name shall not be entered on the Register of Members.
- 1.4** No individual who is ineligible or disqualified from membership shall be entered or remain on the Register of Members.
- 1.5** For the avoidance of doubt, an individual shall become a member on the date upon which their name is entered on the trust's Register of Members and shall cease to be a member upon the date on which their name is removed from the Register of Members as provided for in this Constitution.

2. Additional Grounds for Eligibility or Disqualification of Members

In addition to satisfying those grounds of eligibility otherwise provided for in the Constitution, the trust reserves the right to exclude persons from membership of the trust if they are:

- Persons under 16 years of age.
- Vexatious complainants, as defined by the trust complaints policy from time to time.
- Former members of the staff of the trust who were dismissed due to misconduct in the course of their employment.
- Patients of the trust who have been excluded from treatment by the trust in accordance with the trust's policy from time to time for the management of violent and aggressive behaviour towards trust staff.
- Persons who, within the preceding five years, have committed an act of violence against any of the trust's employees or registered volunteers in association with their employment, as defined in the trust's policy from time to time for the management of violent and aggressive behaviour, or who have wilfully damaged trust property or facilities.

**The electronic master copy of this document is held by Document Control,
Directorate of Corporate Governance, NLAG NHS Foundation Trust.**