

TERMS OF REFERENCE:

WIRRAL EVOLUTIONS LTD: QUALITY SUB COMMITTEE

Headings		Terms
1	Purpose	The Quality Sub Committee purpose is to review, challenge and monitor the standards of care provision delivered across the Company . In accordance with recognised industry led standards of practice, the Committee is authorised by the Board to investigate any activity within its terms of reference
2	Accountability	The Quality Sub Committee is a non-executive committee and has no executive powers, other than those specifically delegated in these terms of reference
3	Reporting	The Committee shall report to the Board on how it discharges its responsibilities and draw to the attention any issues that require Board action in a timely manner
4	Principles	Each member agrees to work co-operatively to achieve the objectives of Wirral Evolutions Ltd adopting the following principles: <ul style="list-style-type: none"> ✚ Foster openness and productive debates amongst members ✚ Apply independent thinking and objectivity ✚ Promote continuous improvement and celebrate achievements ✚ Embrace the values of inclusion and equality ✚ Uphold the code of conduct principles on page 11 ✚ Advocate good practice in relation to safeguarding standards ✚ Adopt an outcome focused approach allowing for local flexibility and innovation
5	Roles and responsibilities	<ul style="list-style-type: none"> ✚ To oversee the development and embedding of a Quality Assurance Framework ✚ To oversee the delivery of a review of the Quality Assurance Framework on an annual basis and make recommendations to Board for improvements ✚ To receive internal and external assessment reports and make recommendations to Board for improvement ✚ To have the opportunity to visit Wirral Evolutions services by arrangement with Core members of the Quality Sub Committee (Chair and/or Officer) ✚ To oversee the embedding of 'Making it Real' across all the services in the Company ✚ Maintain meaningful relationships with the people we support, families, carers and communities
6	Membership recruitment and selection	<ul style="list-style-type: none"> ✚ An independent Non-Executive Director will be appointed by the Board as the <i>Chair of the Quality Sub Committee</i> ✚ A member of the Executive Team (Head of Quality) will form part of the membership of the Committee ✚ Co-opted individuals may be recruited in response to specific challenges or opportunities to support the purpose of the Committee based on skills and expertise
7	Remuneration	<ul style="list-style-type: none"> ✚ Remuneration forms part of the Non-Executive Directors contract ✚ Travel and other reasonable expenses can be reimbursed in accordance with Wirral Evolutions expenses policy located on page 30
8	Declaration of interest and Confidentiality	<ul style="list-style-type: none"> ✚ All members to adhere with the Company's declaration of interest policy and process located on pages 32 - 33
9	Administration and reporting arrangements	<ul style="list-style-type: none"> ✚ The Committee will meet at least three times a year at a suitable location ✚ Agendas prepared and distributed by Business Support one-week prior to the meeting ✚ Action notes prepared and distributed by Business Support, two weeks post the meeting ✚ The Terms of Reference will be reviewed annually by the Board