

Board of Directors (in Public) Item 5.3

Subject: Annual Review of Corporate Governance Manual
Date of meeting: Tuesday 28th July 2020
Prepared by: Jennifer O'Brien, Senior Executive Assistant
Presented by: Lucy Lavan, Director of Corporate Affairs
Purpose of Report: For approval

BAF Ref	Impact on BAF
3.8	The paper provides assurance that the Trust's governance arrangements have been reviewed and comply with current best practice.

1. Executive Summary

Mersey Internal Audit Agency has supported the Trust in the annual review of the Corporate Governance Manual in order to provide assurance that it is comprehensive and consistent with best practice.

The Audit Committee met on 14th July 2020 and considered and supported the proposed updates. The Audit Committee recommended that these are now approved by the Board of Directors and the revised Corporate Governance Manual adopted.

2. Key Updates

The 'Contents' page of the revised Manual is attached at Appendix 1. Board of Directors members can request a copy of the manual in full in order to view the changes, although a summary of the key changes made during the review is attached at Appendix 2 and no significant changes have been made.

Other key updates reflect changes to terms of reference or policies that have been made during the year.

3. Recommendation

Following a review of the changes made to the Corporate Governance Manual by the Audit Committee it is recommended that the Board of Directors approve the changes and adopt the revised Corporate Governance Manual. The revised Corporate Governance Manual will then be uploaded onto the staff intranet, in accordance with the Trust's document control procedure.