National Institute for Health and Care Excellence

Board meeting

22 July 2022

Title

Amendment to standing orders

Purpose of paper

For approval

Board action required

The Board is asked to approve the amendment to standing order 48.

Brief summary

NICE’s standing orders, together with the standing financial instructions, set out the governance framework for NICE’s operations. The documents are reviewed annually, with the next review due to take place later in the autumn. Following which, the proposed updates will be brought to the Audit and Risk Committee and Board for approval.

In the interim, the Board is asked to agree the following amendment to standing order 48 to reflect a revised board meeting cycle in which the Board will meet in public 5 times a year rather than 6 as now:

*48. “Ordinary meetings of the board will be held at such times and places as the board determines and there will be no fewer than ~~six~~* ***four*** *meetings per year.”*

This change in frequency seeks to ensure adequate time between board meetings to advance business plan delivery and follows consideration of meeting frequency in other arms length bodies. The change sets 4 as the new minimum number of meetings but the intention is to hold 5 public meetings a year plus the existing private Board meeting in June to approve the annual report and accounts (this latter meeting is required to be held in private as the annual report and accounts cannot be put into the public domain until they have been laid before Parliament).

Board sponsor

Sharmila Nebhrajani, Chairman