

weeks of the meeting having taken place. The minutes shall thereafter receive final approval at the next meeting of the Committee.

- 6.9 All Committee minutes will be submitted to the Board for information at the next scheduled meeting of the Board, regardless of whether the minutes are labelled as draft or approved.

7 Establishment of Committees and Sub-Committees

- 7.1 As provided for in Schedule 2, the Board may establish Committees and a Committee may establish Sub-Committees, references in these Standing Orders include Sub-Committees.

- 7.2 A Committee shall consist of at least three Board members appointed by the Board. One of these Members shall be elected as Chair of the Committee. The Board may also wish to elect a Vice Chair of each Committee.

- 7.3 Each Committee shall review its remit annually and shall submit any proposed changes to the Board for approval.

8 Appointment of Vice Chair

- 8.1 A Vice Chair shall be appointed by the Board from amongst its members.

- 8.2 In the absence of the Chair, the Vice Chair shall have the authority the Chair would have under these Standing Orders.

9 Appointment of Senior Independent Member

- 9.1 A Senior Independent Member shall be appointed by the Board from amongst its members.

- 9.2 Only non-executive members of the Board shall be eligible to serve as the Senior Independent Member.

10 Suspension of Standing Orders

- 10.1 These Standing Orders may be suspended when at least two-thirds of the members present entitled to vote agree to such a motion.

Approved by the Board 21 September 2018
