



Agenda Item No:	12ii
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<b>Report to:</b>	Humber and North Yorkshire Integrated Care Board
<b>Date of Meeting:</b>	10 April 2024
<b>Subject:</b>	<b>Q4 Governance: Committee Assurance Report</b>
<b>Director Sponsor:</b>	Karina Ellis, Executive Director of Corporate Affairs
<b>Author:</b>	Mike Napier, Director of Governance & Board Secretary Sasha Sencier, Head of Governance & Development

**STATUS OF THE REPORT:**

Approve  Discuss  Assurance  Information  A Regulatory Requirement

**SUMMARY OF REPORT:**

The report presents the key outcomes of the light-touch review of the ICB Board's eleven committees as part of the 2023/24 year-end processes. A standardised approach was used across all Committees and comprised of three elements:

- i) Committees' reviews of effectiveness
- ii) Production of Committees annual reports
- iii) Review of terms of reference

The Board is responsible for approving any changes to its committees' terms of reference and these will be brought to the Board for **approval in May 2024**. Detailed within the supplementary information is:

- **Appendix A:** the full suite of Committees effectiveness reviews 2023/24, and
- **Appendix B:** Committee annual reports 2023/24.

**RECOMMENDATIONS:**

Members are asked to:

- i) Note the findings of the self-assessed reviews of effectiveness of the Committees of the ICB Board for 2023/24.
- ii) Note the ICB Board committees' annual reports 2023/24.
- iii) Note that the Committee terms of reference will be brought to the Board for approval in May 2024.

**ICB STRATEGIC OBJECTIVE**

Managing Today	<input type="checkbox"/>
Managing Tomorrow	<input type="checkbox"/>
Enabling the Effective Operation of the Organisation	<input checked="" type="checkbox"/>

**IMPLICATIONS**

Finance	The Finance, Performance and Delivery Committee is a Committee of the ICB Board and is required to undertake compliance reviews for year-
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	end alongside all other ICB Board statutory and non-statutory committees.
Quality	The Quality Committee is a Committee of the ICB Board and is required to undertake compliance reviews for year-end alongside all other ICB Board statutory and non-statutory committees.
HR	The People Committee and Remuneration Committees are Committees of the ICB Board and are required to undertake compliance reviews for year-end alongside all other ICB Board statutory and non-statutory committees.
Legal / Regulatory	The HNY ICB Constitution states that the ICB Board and its Committees have a duty to carry out a review of effectiveness annual and report findings within the Annual Governance Statement.
Data Protection / IG	The Audit Committee is responsible for compliance in the areas of IG/Data Protection and will include information on these areas with year-end reporting.
Health inequality / equality	All Committees of the ICB Board have a role in ensuring we enact our duties in relation to health inequalities.
Conflict of Interest Aspects	No conflicts of interest have been identified prior to the meeting. Conflicts of interest compliance will be considered within the review and detailed within the Committees annual reports.
Sustainability	Not applicable.

**ASSESSED RISK:**

There are no significant risks aligned to this paper, however it should be recognised that the Quarter 4 Governance Review is a significant programme of work and slippage may impact on the delivery of the Annual Report and Annual Governance Statement.

**MONITORING AND ASSURANCE:**

The ICB Board is required to monitor the effectiveness of its governance arrangements, including its Committees.

**ENGAGEMENT:**

A wide variety of ICB subject matter specialists, senior officers and the ICB Board have been engaged in the development of the BAF.

**REPORT EXEMPT FROM PUBLIC DISCLOSURE**

No  Yes

If yes, please detail the specific grounds for exemption.

**END.**

## Q4 Governance: Committee Assurance Report

### 1.0 Introduction

The report presents the key outcomes of the light-touch review of the ICB Board and its eleven committees as part of the 2023/24 year-end processes. The review comprised three elements:

- i) ICB Board and committees' reviews of effectiveness
- ii) Production of Board Committees annual reports to a standardised template
- iii) Review of Board Committees terms of reference

The Board is responsible for approving any changes to its committees' terms of reference and these will be brought to the Board for **approval in May 2024**. Detailed within the supplementary information is Appendix A: the full suite of Committees effectiveness reviews and Appendix B: Committee annual reports. The Committee annual reports will form part of the Annual Governance Statement.

Further assurance about the ICB's governance arrangements are available via the annual internal audit programme, the findings of which are monitored by the Audit Committee.

The eleven committees of the Board are as follows:

Meeting	Chair	Executive Lead
Integrated Care Partnership (ICP)	Sue Symington	Karina Ellis
Audit Committee	Stuart Watson	Jane Hazelgrave
Remuneration Committee	Mark Chamberlain	Jayne Adamson
Quality Committee	Mark Chamberlain	Teresa Fenech
Finance, Performance & Delivery Committee	Jane Hazelgrave	Jane Hazelgrave / Amanda Bloor
Digital Strategy Committee	Dr Nigel Wells	Dr Nigel Wells
Population Health & Prevention Committee	Co-chaired: Director of Public Health North Yorkshire Council / Chief Executive of City Healthcare Partnership Community Interest Company	Amanda Bloor
People Committee (Workforce Board)	Jason Stamp	Jayne Adamson
Clinical and Professional Committee	Dr Nigel Wells	Dr Nigel Wells
Executive Committee	Stephen Eames	Stephen Eames
Pharmaceutical Services Regulations Committee	Julie Warren	Amanda Bloor

### 2.0 Committees Effectiveness Reviews 2023/24

A self-assessment was completed by each Committee, with the exception of the Integrated Care Partnership. For the ICP, a discussion instead, with a key theme emerging around wider partnership working and engagement. For the other 10 Committees, the self-assessment drew upon the Healthcare Financial Management Association (HFMA) Audit Committee Handbook Guidance.

The Board can be assured that overall, the effectiveness reviews were positive. Some consistent themes emerged and there will be a focussed piece of work in 2024/25 to support the Chairs and Secretariats in their roles and further embed the ICB committee governance arrangements.

### **3.0 Committee Annual Reports 2023/24**

Each Committee completed an annual report setting out its remit, membership, attendance, and summary business for 2023/24. They all reported a satisfactory achievement, and the reports will form part of the Annual Governance Statement for 2023/24.

### **4.0 Recommendations**

Members are asked to:

- i) Note the findings of the self-assessed reviews of effectiveness of the Committees of the ICB Board for 2023/24.
- ii) Note the ICB Board committees' annual reports 2023/24.
- iii) Note that the Committee terms of reference will be brought to the Board for approval in May 2024.

**END.**