

Agenda Item No:	15
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Report to:	Humber & North Yorkshire Integrated Care Board
Date of Meeting:	9 April 2025
Subject:	Q4 Governance: Committee Assurance Reports
Director Sponsor:	Karina Ellis, Executive Director of Corporate Affairs
Author:	Sasha Sencier, Head of Governance & Compliance Governance and Compliance Team

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 Committees, as part of the 2024/25 year-end processes. A standardised approach was used across the majority of Committees, comprising three elements:

- i) An effectiveness review
- ii) An annual report
- iii) A review of the 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 2025.

Detailed within the supplementary information is

- **Appendix A:** Committee effectiveness reviews for 2024/25
- **Appendix B:** Committee annual reports for 2024/25

RECOMMENDATIONS:

Members are asked to:

- i) Note the findings of the self-assessed reviews of effectiveness for the Committees of the ICB Board for 2024/25
- ii) Note the ICB Board Committees' annual reports for 2024/25
- iii) Note that the Committee terms of reference will be brought to the Board for approval in May / June 2025.

ICB STRATEGIC OBJECTIVE

Leading for Excellence	<input checked="" type="checkbox"/>
Leading for Prevention	<input type="checkbox"/>
Leading for Sustainability	<input checked="" type="checkbox"/>
Voice at the Heart	<input 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-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 Workforce Board (Committee) and Remuneration Committee 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 annually and report findings within the Annual Governance Statement.
Data Protection / IG	The Audit Committee is responsible for compliance in the areas of information governance and 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 whether the reviews and detailed within the Committee annual reports.
Sustainability	Not applicable

ASSESSED RISK:

There are no significant risks aligned to this paper, however it should be recognised that the Q4 Governance Review is a significant programme of work and slippage may impact on the delivery of the Annual Report and the 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 experts, including senior officers and members of the ICB Board have been engaged in the production of the Committee effectiveness reviews and annual reports.

REPORT EXEMPT FROM PUBLIC DISCLOSURE

No ☒ Yes ☐

If yes, please detail the specific grounds for exemption.

Q4 Governance: Committee Assurance Report

1.0 Introduction

- 1.1 The report presents the key outcomes of the light-touch review of the ICB Board's Committees as part of the 2024/25 year-end processes. For most Committees, the review comprised three elements:
- i) An effectiveness review
 - ii) An annual report
 - iii) A review of the terms of reference
- 1.2 Since the *Digital Strategy Committee* and the *Innovation, Research and Improvement System (IRIS) Committee* were disestablished during 2024/25, only an annual report has been produced for these committees, as the additional elements would have limited usefulness.
- 1.3 The *Digital, Data and Innovation Committee* was established in November 2024, and it is premature to conduct a full review at this early stage. The Committee will be included in the year-end governance processes for 2025/26.
- 1.4 A review of the North East Lincolnshire Joint Committee is being undertaken by the internal auditors.
- 1.5 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 2025.
- 1.6 Detailed within the supplementary information is
- Appendix A: Committee effectiveness reviews for 2024/25
 - Appendix B: Committee annual reports for 2024/25
- 1.7 The Committee annual reports will form part of the Annual Governance Statement.
- 1.8 Further assurance regarding the ICB's governance arrangements is available via the annual internal audit programme, the findings of which are monitored but the Audit Committee.
- 1.9 The Committees of the Board are as follows:

Committee	Chair	Executive Lead
Integrated Care Partnership	Sue Symington (stepped down March 2025) ICB Chair	Karina Ellis
Audit Committee	Stuart Watson Non-Executive Director	Mark Brearley
Remuneration Committee	Mark Chamberlain Non-Executive Director	Jayne Adamson
Quality Committee	Mark Chamberlain Non-Executive Director	Teresa Fenech
Finance, Performance & Delivery Committee	Richard Gladman Non-Executive Member	Mark Brearley
Population Health & Prevention Committee	Co-chairs: Louise Wallace / Julia Weldon Director of Public Health, North Yorkshire Council and Director of Public Health, Hull City Council	Amanda Bloor

Workforce Board (Workforce Committee)	Jason Stamp, Participant Member – Voluntary and Community Sector	Jayne Adamson
Clinical and Professional Committee	Nigel Wells, Executive Director of Clinical and Professional	Nigel Wells
Executive Committee	Stephen Eames / Amanda Bloor Chief Executive / Chief Operating Officer	Stephen Eames
Pharmaceutical Services Regulations Committee	Rotated between member ICBs Helen Phillips, Assistant Director of Primary Care for HNY ICB	Amanda Bloor
North East Lincolnshire Joint Committee	Rob Walsh, Chief Executive Officer, North East Lincolnshire Council	Pete Thorpe
Digital, Data and Innovation Committee	Nigel Wells, Executive Director of Clinical and Professional	Nigel Wells
Digital Strategy Committee (disestablished)	Nigel Wells, Executive Director of Clinical and Professional	Nigel Wells
Innovation, Research and Improvement System Committee (disestablished)	Stephen Eames, Chief Executive	Stephen Eames

2.0 Committee Effectiveness Reviews 2024/25

- 2.1 A self-assessment was completed by each Committee, as applicable. The self-assessment drew upon the Healthcare Finance Management Association (HFMA) Audit Committee Handbook Guidance.
- 2.2 The Board can be assured that overall the effectiveness of reviews were positive. Some consistent themes emerged and there will be a focussed piece of work in 2025/26 to support the Chairs and Secretariats in their roles and further embed ICB Committee governance arrangements.

3.0 Committee Annual Reports 2024/25

- 3.1 Committees completed an annual report setting out its remit, membership, attendance and summary business for 2024/25, as applicable. They all reported a satisfactory achievement, and these reports will form part of the Annual Governance Statement for 2024/25.

4.0 Recommendations

Members are asked to:

- i) Note the findings of the self-assessed reviews of effectiveness for the Committees of the ICB Board for 2024/25
- ii) Note the ICB Board Committees' annual reports for 2024/25
- iii) Note that the Committee terms of reference will be brought to the Board for approval in May / June 2025.

END.