

**NHS 24  
BOARD**

**26 AUGUST 2019  
ITEM NO 9.1  
FOR ASSURANCE**

**INTEGRATED GOVERNANCE GROUP**

<b>Executive Sponsor:</b>	Associate Director of Planning and Performance
<b>Lead Officer/Author:</b>	Planning Manager
<b>Action Required</b>	The Board is asked to note the update provided for assurance.
<b>Key Points</b>	The purpose of this briefing is to provide each NHS 24 Governance Committee and the Board with assurance on the work being progressed through the Integrated Governance Group.
<b>Financial Implications</b>	There were no resource implications identified in the work carried out to date within the review of governance of NHS 24.
<b>Timing</b>	This briefing paper highlights progress made to date. This will be shared, with each Governance Committee and the Board in August 2019.
<b>Contribution to NHS 24 strategy</b>	In supporting governance within NHS 24, the Governance Committees and Board directly contribute to the delivery of the NHS 24 Strategy.
<b>Contribution to the 2020 Vision and National Health and Social Care Delivery Plan (Dec 2016)</b>	The strategic outputs of the Committees and Board continue to support NHS 24's contribution to the 2020 Vision and National Health and Social Care Delivery Plan.
<b>Equality and Diversity</b>	The work on governance within NHS 24 takes account of departmental resource requirements in relation to equality and diversity.

**1. RECOMMENDATION**

- 1.1 The members of the Board are asked to note the update provided for assurance.
- 1.2 The Committees and Board will receive further detailed information as the work of the Integrated Governance Group progress. This will enable all committee members to effectively contribute to the focus of the Integrated Governance Group agenda and provide assurance for the Board on work being progressed.

**2. TIMING**

- 2.1 This briefing has been presented to each Governance Committee throughout August 2019 and to the Board on the 26<sup>th</sup> August 2019.

### **3. BACKGROUND**

- 3.1 In August 2018, NHS 24 commissioned external support to review NHS 24 governance improvement activity. This included the scrutiny of the purpose, duties and priorities developed by each of the governance committees.
- 3.2 Work consisted of two Board Development Sessions in August 2018 and March 2019 and subsequent committee workshop sessions held between January to March 2019. As part of this work, a purpose statement was agreed for the Board and a review of the governance committee's terms of references undertaken.
- 3.3 Running alongside this work was the development, in March 2019, of the new strategic planning cycle process. The Strategic Planning Team liaises with each Committee Chair and respective Executive Lead to ensure the new cycle is followed.
- 3.4 NHS 24 also established an Integrated Governance Chair's Group where the Chair of each Governance Committee meet together twice per year. The first of these meetings took place in April 2019 and this session focused on identifying key areas of overlap for future discussion.
- 3.5 A second meeting was held in June 2019. The purpose of this was to progress the Board and Committee Development process commenced in August 2018 by bringing together all the NHS 24 Committee Chairs to review progress to date in:
  - a) Individual Committee development
  - b) The development of the relationship between the Board and its Committees

Additionally, the purpose was to ensure clarity of governance responsibility across each Committee to ensure no gaps or areas of unnecessary duplication.

### **4. NEXT STEPS**

- 4.1 Following review by NHS 24 Board at the end of August 2019, each Governance Committee will be asked to discuss, in further detail, the cross cutting work or gaps identified by the Integrated Governance Group.
- 4.2 A further Integrated Governance Group meeting is planned for November 2019 to take this forward.