

**NHS 24
BOARD MEETING**

**29 AUGUST 2024
ITEM NO 12.5
FOR ASSURANCE**

**KEY POINTS OF THE INTEGRATED GOVERNANCE COMMITTEE HELD
ON 25 JUNE 2024**

Executive Sponsor: Committee Chair, Dr Martin Cheyne

Lead Officer/Author: Board Secretary, Geraldine Mathew

Action Required: The Board is asked to note the key points for assurance from the Integrated Governance Committee meeting held on 25 June 2024.

1. Purpose of the report

This report provides the NHS 24 Board with an update on key issues arising from the Integrated Governance Committee meeting held on 25 June 2024 at 10am, via MS Teams.

2. Recommendation

The NHS 24 Board is asked to receive and note the key points outlined.

3. Integrated Governance Committee Annual Review of Terms of Reference

The Committee considered the IGC Terms of Reference. There were no amendments proposed to the Terms of Reference and members were content to approve the Terms of Reference.

4. Integrated Governance Committee Annual Report 2023/24

The Committee considered the Annual Report 2023/24 which was circulated to members electronically for approval in April 2024 prior to presentation to the Audit & Risk Committee and the Board. The members were content to formally note approval of the Annual Report 2023/24.

5. Internal Audit Plan Update

The Committee were advised that the audit for 2024/25 was already ongoing with 7 audits planned. Members were content to note the Internal Audit Plan Update.

6. Review of Board and Committee Cover Papers

The members had a discussion about current board and committee cover papers. The committee were reminded that cover papers were there for guidance only and that all papers should be read in full. Dr Cheyne, Mr Gebbie and Mrs Mathew would give further consideration to conducting a review of cover papers.

7. Integrated Governance Committee Self-Effectiveness Update

The committee were advised that the Self-Effectiveness surveys would be available on Webropol to allow members to complete the survey electronically. The survey link would be sent out by the end of June 2024, with a view of members completing the survey by the end of July 2024.

8. Date of Next Meeting

Thursday 05 December 2024, 10am.