

**NHS 24
BOARD MEETING
19 DECEMBER 2024
ITEM NO 11.5
FOR ASSURANCE**

**KEY POINTS OF THE INTEGRATED GOVERNANCE COMMITTEE
HELD ON 5 DECEMBER 2024**

Executive Sponsor:

Dr Martin Cheyne, Committee Chair

Lead Officer/Author:

Geraldine Mathew, Board Secretary

Action Required:

The Board is asked to note the key points for assurance from the Integrated Governance Committee meeting held on 5 December 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 5 December 2024 at 10am, via MS Teams.

2. Recommendation

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

3. Proposed Board and Committee Schedule of Meetings for 2025/26

The Committee considered the proposed Board and Committee schedule of meetings for 2025/26. There were no amendments proposed to the schedules and members were content to recommend approval of the Schedule of Meetings by the NHS 24 Board.

4. Board and Committee Workplans 2025/26

The Committee considered the Board and Committee Workplans 2025/26 which were presented to individual committees during the November 2024 Committee cycle. The members were content to formally note the Workplans and noted that Digital Transformation and Equality and Human Rights updates would be programmed into the Workplans in due course. Members were advised that Strategic Risk, Workforce Strategy Plan, Corporate Delivery Plan and the Financial Plan would be covered in Board Workshop in January 2025.

5. Internal Audit Plan Update

The Committee were advised that there were 13 management actions with 10 being implemented within the allocated timescale and it was highlighted that there were no amber ratings. The Committee took assurance from the information provided.

6. Assurance Map Update

The Committee discussed the Assurance Map and ways in which this could be used. Members were advised that the document was used frequently by EMT to establish governance routes, particularly where issues arise or there are complex governance matters. It was agreed that a short 30-minute session, facilitated by the Internal Auditor in relation to the Assurance Map, would be added to the Board Workshop Workplan for a future date.

7. Integrated Governance Committee Annual Self-Effectiveness Survey: Results and Draft Action Plan

The Committee considered the results of the Committee Self Effectiveness Survey which was undertaken in July 2024. Members were content to note the results and approved the associated Action Plan.

8. Governance Committees Self Effectiveness Action Plans

Members were asked to note for assurance the Action Plans developed by governance committees following their Self-Effectiveness Surveys undertaken in July 2024. Each Committee has developed an Action Plan based on the areas for improvement, and these were presented to each Committee for consideration during November 2024.

9. Date of Next Meeting

Tuesday 24 June 2025, 10am.

