

## NHS West Yorkshire Integrated Care Board

### Board meeting in public Tuesday 19 March 2024

Venue: West Yorkshire Manufacturing Services, Kirkdale House, Armytage Road, Brighouse HD6 1QF

## AGENDA

### The Board is recommended to make the following resolution:

“That the press and public be excluded from the meeting during the consideration of agenda items 1-6 as they contain confidential information as set out in the criteria published on the ICB’s website, and the public interest in maintaining the confidentiality outweighs the public interest in disclosing the information.”

No.	Item	Lead	Paper	Time
1.	<b>Declarations of interest</b> Those in attendance are asked to declare any interests presenting an actual/potential conflict arising from matters in the private session of today’s meeting.	<b>Cathy Elliott</b> Chair	N	11.00
2.	<b>Minutes, Action Log and Matters Arising of the Board meetings (private) on 16 January 2024</b> To agree the minutes of the private part of the meeting, review the action log and update on any matters arising.	<b>Cathy Elliott</b> Chair	Y	11.02
3.	<b>Urgent Decision</b> To ratify the decision taken under the urgent decision process.	<b>Cathy Elliott</b> Chair	Y	11.08
4.	<b>(a) Sign Off Operational and Financial Plans</b> To approve  <b>(b) Joint Forward Plan</b> For assurance and comment	<b>Jonathan Webb</b> Director of Finance / Deputy Chief Executive <b>Kate Sims</b> Director of People <b>Ian Holmes</b> Director of Strategy and Partnerships / Deputy Chief Executive	To follow  Y	11.10
5.	<b>Quality Update</b> For assurance	<b>Beverley Geary</b> Director of Nursing	Y	11.55
6.	<b>Committee ‘AAA’ Reports</b> To receive the Alert, Advise, Assure reports from the Board’s committees:	<b>Committee Chair</b>	Y	12.10

	<ul style="list-style-type: none"> <li>Remuneration and Nomination Committee – 9 January 2024</li> </ul>			
7.	<b>Any other private business notified in advance of the meeting</b>	<b>Cathy Elliott</b> Chair	N	12.15
<b>Break 12.15 – 12.45pm</b>				

No.	Item	Lead	Paper	Time
8.	<b>Welcome, Introductions and Apologies</b>	<b>Cathy Elliott</b> Chair	N	12.45
9.	<b>Declarations of interest</b> A register of interests of Board members can be found at - <a href="https://mydeclarations.co.uk">Declarations (mydeclarations.co.uk)</a> . Those in attendance are asked to declare any interests presenting an actual/potential conflict arising from matters at today's meeting.	<b>Cathy Elliott</b> Chair	N	12.48
10.	<b>Minutes, Action Log and Matters Arising of the Board meeting on 16 January 2024</b> To agree the minutes of the meeting, review the action log and update on any matters arising.	<b>Cathy Elliott</b> Chair	Y	12.50
11.	<b>Public questions</b> Questions from members of the public about items on the agenda.	<b>Cathy Elliott</b> Chair	N	1.00
<b>Focus On</b>				
12.	<b>Focus on Acute Services</b> A 'focus on' discussion.  A <b>briefing paper</b> from Healthwatch summarising key messages related to hospital care is appended to support the agenda item.	<b>Brendan Brown</b> Partner Member: Acute Trusts	Y	1.15
<b>Break 2.15 – 2.25pm</b>				
<b>Oversight and Assurance</b>				
13.	<b>Chair's Report</b> To receive the report.	<b>Cathy Elliott</b> Chair	Y	2.25
14.	<b>Deputy Chief Executive's Report</b> To receive the report.	<b>Rob Webster</b> Chief Executive  <b>Ian Holmes</b> Director of Strategy and Partnerships / Deputy Chief Executive	Y	2.35
15.	<b>Board Assurance Framework – Action Plan</b> To receive for assurance	<b>Laura Ellis</b> Director of Corporate Affairs	Y	2.50

16.	<p><b>System Performance:</b></p> <p><b>a. Integrated Performance Dashboard including Financial Performance</b></p> <p><b>b. Corporate Risk Register</b></p> <p>To consider the dashboard and corporate risk register and seek assurance on key areas of performance, including items escalated from AAA reports.</p>	<p><b>Debra Taylor-Tate</b> Head of Planning and Performance</p> <p><b>Jonathan Webb</b> Director of Finance / Deputy Chief Executive</p> <p><b>Laura Ellis</b> Director of Corporate Affairs</p>	Y	3.00
17.	<p><b>Winter Planning Update</b></p> <p>To receive for assurance</p>	<p><b>Debra Taylor-Tate</b> Head of Planning and Performance</p>	Y	3.35
18.	<p><b>West Yorkshire &amp; Harrogate Local Maternity &amp; Neonatal System Overview</b></p> <p>To receive for assurance</p>	<p><b>Beverley Geary</b> Director of Nursing</p>	Y	3.45
<b>Break 4.00 – 4.10pm</b>				
19.	<p><b>Freedom to Speak Up Annual Report</b></p> <p>To receive for assurance</p>	<p><b>Kate Sims</b> Director of People</p>	Y	4.10
20.	<p><b>Emergency Preparedness Resilience Response (EPRR) Annual Report</b></p> <p>To receive for assurance</p>	<p><b>Beverley Geary</b> Director of Nursing (Deputy Accountable Emergency Officer)</p>	Y	4.25
21.	<p><b>Modern Slavery Statement</b></p> <p>To approve</p>	<p><b>Beverley Geary</b> Director of Nursing</p> <p><b>Laura Ellis</b> Director of Corporate Affairs</p>	Y	4.35
22.	<p><b>Constitution / Scheme of Delegation / Standing Financial Instructions</b></p> <p>To approve</p>	<p><b>Laura Ellis</b> Director of Corporate Affairs</p>	Y	4.45
23.	<p><b>Standards of Business Conduct Policy</b></p> <p>To approve</p>	<p><b>Laura Ellis</b> Director of Corporate Affairs</p>	Y	4.50
24.	<p><b>Committee 'AAA' Reports</b></p> <p>To receive the Alert, Advise, Assure reports from the Board's committees:</p> <ul style="list-style-type: none"> <li>• Bradford District and Craven – 12 January 2024</li> <li>• Calderdale – 25 January 2024</li> <li>• Kirklees – 10 January 2024</li> <li>• Leeds – verbal, due to timing of meeting</li> <li>• Wakefield – 9 January 2024</li> <li>• Audit – 29 January 2024</li> <li>• Finance, Investment and Performance – 27</li> </ul>	<p><b>Place Leads/ Committee Chairs</b></p>	Y	4.55

	February 2024 <ul style="list-style-type: none"> <li>Quality – 27 February 2024</li> <li>Transformation – 27 February 2024</li> </ul>			
<b>Core business items</b>				
25.	<b>Any other business notified in advance of the meeting</b>	<b>Cathy Elliott</b> Chair	N	5.05
26.	<b>The next meeting of the ICB Board is scheduled for Tuesday 25 June 2024 (Bradford venue)</b>	<b>Cathy Elliott</b> Chair	N	5.10

**For information:** Ratified minutes of the following committees:

- Bradford District and Craven Partnership Board (Bradford District and Craven ICB Committee) – 10 November 2023
- Calderdale Cares Partnership Board (Calderdale ICB Committee) – 30 November 2023
- Kirklees ICB Committee – 12 July 2023 (private) and 8 November 2023
- Leeds ICB Committee – none this time
- Wakefield District Health & Care Partnership Committee (Wakefield ICB Committee) – 2 November 2023 and 9 January 2024
- West Yorkshire ICB Audit Committee – 27 October 2023
- West Yorkshire ICB Finance, Investment and Performance Committee – 19 December 2023
- West Yorkshire ICB Quality Committee – 12 December 2023
- West Yorkshire ICB Remuneration and Nomination Committee – none this time
- West Yorkshire ICB Transformation Committee – none this time