

Item: 12.1

REPORT CLASSIFICATION	✓	CATEGORY OF PAPER	✓
Official	✓	Proposes specific action	
Official: Sensitive Commercial		Provides assurance	✓
Official: Sensitive Personal		For information only	

BOARD
26 NOVEMBER 2024

Report Title:

Executive Committee Highlight Report and Confirmed Minutes

Purpose of report

To provide the Board with an overview of decisions and confirmed minutes from the Executive Committee meetings in September and October 2024 and the confirmed minutes.

Key points

The Executive Committee met on 10 September and 8 October 2024.

The key points to bring to the Board's attention from each meeting are detailed in accompanying decision logs (Appendices 1 and 2). The confirmed minutes from each meeting are also attached for assurance (Appendix 3 and 4).

10 September 2024

The following items were submitted to the meeting of the Committee and details are contained within the attached decision log and confirmed minutes (Appendix 1):

- Long Term Conditions System Development Funding Proposal
- Pharmaceutical Services Regulatory Subcommittee Terms of Reference
- Approval of corporate policies.

8 October 2024

The following items were submitted to the meeting of the Committee and details are contained within the attached decision log and confirmed minutes (Appendix 2):

- NENC ICB and ICS Finance Update M5 – approval of Deficit Support Funding allocation methodology
- Winter Priorities and Planning Update 2025/26
- Women's Health Group Terms of Reference
- NENC Child Health and Wellbeing Group Terms of Reference
- Improvement Steering Group Establishment and Terms of Reference
- Planning Framework and Business Cycle 2025/26
- VCSE Engagement & Infrastructure Review
- Menopause Policy

The confirmed minutes from the Executive Committee meetings held on 10 September and 8 October 2024 are attached as appendices 3 and 4, respectively.

Risks and issues

The Committee discussed the North East and North Cumbria Integrated Care Board finance reports, noting there were financial risks across the system and acknowledged the ongoing work to mitigate these.

Assurances and supporting documentation

The Committee also received several items for assurance, and these included:

- Chief Delivery Officer report – an information and assurance summary report of business within the respective place areas.
- Primary Care Access Recovery Plan highlight report
- Digital, Data and Technology Strategic Plan Update
- Integrated delivery report - an overview of quality and performance, highlighting any significant changes, areas of risk and mitigating actions.
- ICB and ICS Finance report – an assurance report providing the Committee with an update on the financial performance of the North East and North Cumbria Integrated Care Board (NENC ICB) and NENC Integrated Care System (ICS) in the financial year 2024/25 for the five months to 31 August 2024.
- Highlight reports and/or confirmed minutes from subcommittees and groups of the Executive Committee were discussed to provide assurance from:
 - Place subcommittees
 - Contracting subcommittee
 - Healthier and Faired Advisory Group
 - Financial Sustainability Group Highlight Report
 - Pharmaceutical Services Regulations subcommittee
 - Mental Health, Learning Disabilities and Autism subcommittee
 - People and Organisational Development subcommittee.

Recommendation/action required

The Board is asked to:

- Receive the highlight report and decision logs for the Executive Committee meetings held on 10 September and 8 October 2024 for information and assurance (Appendices 1 and 2).
- Receive the confirmed minutes for the meetings held on 10 September and 8 October 2024 (Appendices 3 and 4).

Acronyms and abbreviations explained

NENC - North East and North Cumbria
 ICS - Integrated Care System
 ICB - Integrated Care Board
 LDT - Local Delivery Teams
 PSDSC - Primary Care Strategy and Delivery Subcommittee
 TOR - Terms of Reference
 PCN - Primary Care Network
 CHC - Continuing Healthcare
 NECS - North East Commissioning Support
 SDF - Service Development Funding
 NEAS - North East Ambulance Service
 SEND - Special Educational Needs and Disabilities

Sponsor/approving executive director	Sam Allen, Chief Executive
Reviewed by	Deb Cornell, Director of Corporate Governance and Board Secretary
Report author	Neil Hawkins, Strategic Head of Corporate Governance

Link to ICP strategy priorities (please tick all that apply)

Longer and Healthier Lives	✓
Fairer Outcomes for All	✓

Better Health and Care Services							✓
Giving Children and Young People the Best Start in Life							✓
Relevant legal/statutory issues							
Note any relevant Acts, regulations, national guidelines etc							
Any potential/actual conflicts of interest associated with the paper? (please tick)	Yes		No	✓	N/A		
Equality analysis completed (please tick)							
	Yes		No		N/A	✓	
If there is an expected impact on patient outcomes and/or experience, has a quality impact assessment been undertaken? (please tick)	Yes		No		N/A	✓	
Key considerations							
Financial implications and considerations	Identified as part of the committee minutes.						
Digital implications	Not applicable as highlight report only.						
Clinical involvement	Yes, as part of the Executive Committee membership.						
Health inequalities	Not applicable as highlight report only.						
Patient and public involvement	Not applicable as highlight report only.						
Partner and/or other stakeholder engagement	Not applicable as highlight report only.						
Other resources	Not applicable as highlight report only.						

Appendix 1 - Decisions Log – Public Executive Committee – September 2024

Agenda Item	Description	Decision/action
<p>Long Term Conditions System Development Funding Proposal</p>	<p>This report provided the Committee with the proposed investment for the NENC Service Development Fund for 2024/25.</p> <p>The Service Development Funding (SDF) revenue allocations for in 2024/25 continue to support the delivery of national objectives.</p> <p>The report set out the proposal for SDF allocations taking into consideration the ICB Clinical Conditions Strategic Plan, position of our long term conditions plan and acknowledgement of the current financial constraints currently in place.</p>	<p>The Committee approved the recommendations from the Confirm and Challenge Session and approved the allocations as set out in Appendix 1 of the document.</p>
<p>Pharmaceutical Services Regulatory Subcommittee Terms of Reference</p>	<p>This report provided the Committee with the revised Terms of Reference for the Pharmaceutical Services Regulations Subcommittee (PSRC).</p> <p>The revised terms of reference were reviewed and supported by PSRC at its meeting on 6 August 2024.</p>	<p>The Committee approved the updated Pharmaceutical Services Regulations Subcommittee (PSRC) Terms of Reference</p>
<p>Policies</p>	<p>A number of policies were presented to the Committee following an annual review and minor updates:</p> <ul style="list-style-type: none"> • Information Security Policy • Internet and Email Acceptable Use Policy • Records Management Policy and Strategy • Information Governance Strategy 2022-25 	<p>The Committee approved the:</p> <ul style="list-style-type: none"> • Information Security Policy • Internet and Email Acceptable Use Policy • Records Management Policy and Strategy • Information Governance Strategy 2022-25

Appendix 2 – Decisions Log– Public Executive Committee – October 2024

Agenda Item	Description	Decision/action
Women's Health Group Terms of Reference	This report provided the Committee with the revised Terms of Reference for the Women's Health Subgroup.	The Committee approved the revised Terms of Reference for the Women's Health Subgroup.
NENC Child Health and Wellbeing Group Terms of Reference	This report provided the Committee with the proposed NENC Child Health and Wellbeing Group Terms of Reference.	The Committee approved the NENC Child Health and Wellbeing Group Terms of Reference.
Improvement Steering Group Establishment and Terms of Reference	This report provided the Committee with the proposed establishment of the Improvement Steering Subgroup Establishment and proposed Terms of Reference.	The Committee approved the establishment of the Improvement Steering Subgroup and the Terms of Reference.
NENC ICB and ICS Finance Update M5	<p>This report provided the Committee with the proposed allocation of Deficit support funding, Pay award funding and Industrial action funding.</p> <p>The report proposed the:</p> <ul style="list-style-type: none"> • Deficit Support Funding to be allocated to the four provider trusts with planned deficits. • Pay award funding will be transacted through an update to the 'Cost Uplift Factor' (CUF) which is applied to provider contracts • Industrial Action funding will be allocated across relevant provider trusts based on proportionate income from patient care activities 	The Committee approved the proposed allocation of funding, once received, for deficit support funding, pay award and industrial action funding
Winter Priorities and Planning Update 2025/26	<p>This report provided the Committee with the proposed system Winter Planning Process and Priorities for 2024/25.</p> <p>The key proposed components of the NENC 2024/25 Winter Plan were:</p> <ul style="list-style-type: none"> • System Coordination Centre • Urgent and emergency care High Impact Initiatives 	The Committee approved the Winter Priorities as outlined in the report.

Agenda Item	Description	Decision/action
	<ul style="list-style-type: none"> • Supporting people to stay well <ul style="list-style-type: none"> - Vaccinations - Primary Care 	
<p>Planning Framework and Business Cycle 2025/26</p>	<p>This report provided the Committee with the proposed ICB planning framework and business cycle.</p> <p>A series of workshops facilitated across the Strategy and Transformation directorate have taken place which culminated in a workshop with Executive Directors and Senior Responsible Officers (SRO) to inform the proposal. Alongside the IDR, this will provide assurance to the ICB Board and Executive Committee that the strategy is being delivered and where there are gaps, this is being picked up and discussed as part of the prioritisation process.</p> <p>The report set out the complex planning landscape, planning principles, investment prioritisation and commissioning work programme and the transformation plans for 2024/26.</p>	<p>The Committee approved the implementation of the ICB planning framework and business cycle for 2025/26.</p>
<p>VCSE Engagement & Infrastructure Review</p>	<p>This report provided the Committee with the proposed refresh of the ICB's partnerships with the sector, including recommendations for system-wide and place-based working.</p> <p>The report outlined how the recommendations would change the way that the ICB would mobilise behind the voluntary and community sector.</p>	<p>The Committee approved the proposed actions as set out within the report.</p>
<p>Menopause Policy</p>	<p>This report provided the Committee with the proposed ICB Menopause Policy.</p> <p>The report set out how the Menopause Policy is part of the commitment of the Women's Health Programme as women are now spending more time in menopausal years in work.</p>	<p>The Committee approved the Menopause Policy.</p>