

## Integrated Care Board

<b>Date of meeting</b>	17 July 2024
<b>Title of paper</b>	Fit and Proper Persons Test Annual Submission
<b>Presented by</b>	Roy Fisher, Acting Chair
<b>Author</b>	Debra Atkinson Company Secretary / Director of Corporate Governance
<b>Agenda item</b>	19
<b>Confidential</b>	No

### Executive summary

Under the NHS England Fit and Proper Persons Test Framework the ICB Chair is required to approve and submit an annual submission to the NHS England North West (NHSE NW) Regional Director by 30 June 2024. The chair is also required to present a report on completion of the annual FPPT in accordance with local policy, to the board in a public meeting.

This report presents to the board assurance of the completion of the annual submission.

### Recommendations

The Lancashire and South Cumbria ICB is asked to **note** the completion and submission of the NHSE FPPT annual submission and declaration in line with NHSE requirements.

Which Strategic Objective/s does the report relate to:		Tick
SO1	Improve quality, including safety, clinical outcomes, and patient experience	Y
SO2	To equalise opportunities and clinical outcomes across the area	
SO3	Make working in Lancashire and South Cumbria an attractive and desirable option for existing and potential employees	Y
SO4	Meet financial targets and deliver improved productivity	
SO5	Meet national and locally determined performance standards and targets	
SO6	To develop and implement ambitious, deliverable strategies	

### Implications

	Yes	No	N/A	Comments
Associated risks			N/A	<i>Highlight any risks and where they are included in the report</i>
Are associated risks detailed on the ICB Risk Register?			N/A	
Financial Implications			N/A	

<b>Where paper has been discussed</b> (list other committees/forums that have discussed this paper)				
<b>Meeting</b>	<b>Date</b>			<b>Outcomes</b>
Submission reviewed by the Chair	27.06.2024			Approved
<b>Conflicts of interest associated with this report</b>				
Not applicable				
<b>Impact assessments</b>				
	<b>Yes</b>	<b>No</b>	<b>N/A</b>	<b>Comments</b>
Quality impact assessment completed			X	
Equality impact assessment completed			X	
Data privacy impact assessment completed			X	
<b>Report authorised by:</b>	Debra Atkinson Company Secretary / Director of Corporate Governance			

# Integrated Care Board – 17 July 2024

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## Fit and Proper Persons Test Annual Submission

### 1.0 Introduction

- 1.1 NHS England published a new fit and proper person test (FPPT) Framework in response to recommendations made by Tom Kark KC in his 2019 review of the FPPT (the Kark Review). The framework also takes into account the requirements of the Care Quality Commission (CQC) in relation to directors being fit and proper for their roles.
- 1.2 The framework introduced a means of retaining information relating to testing the requirements of the FPPT for individual directors, a set of standard competencies for all board directors, a new way of completing references with additional content whenever a director leaves an NHS board, and extension of the applicability to some other organisations, including NHS England and the CQC.
- 1.3 The new framework came into effect from 30 September 2023 and the ICB has fully adopted and implemented the requirements of the framework and has developed a localised policy and procedures.
- 1.4 Whilst the ICB FPPT policy is extended to the full Executive team and Directors of Health and Care Integration, the submission to NHSE NW is in relation to members of the ICB's unitary board.

### 2.0 Annual Submission and Declaration

- 2.2 Under the NHS England FPPT Framework the ICB Chair is required to approve and submit an annual submission to the NHS England North West (NHSE NW) Regional Director by 30 June 2024. The chair is also required to present a report on completion of the annual FPPT in accordance with local policy, to the board in a public meeting.
- 2.3 As part of this submission the Chair confirms that they are assured that the ICB has proper systems and processes in place to comply with the FPPT requirements and that:
  - All board members have been concluded as fit and proper.
  - Any issues arising
  - Number of leavers and number of board member references completed and retained
  - Use of Leadership Competency Framework (LCF) as part of assessments / appraisal
  - Outcome of any FPPT reviews / audits

### **3.0 Assurances**

3.1 To support the chair in signing and submitting this declaration, the company secretary confirmed that the following have been undertaken over the period:

- all board members have submitted an annual self-attestation in March/April 2024.
- annual background checks have been undertaken for all board members in February 2024.
- appraisals have been held for the Chair, Non-Executive Members and Executive Members of the Board in the 12-month period up to 30 June, and the LCF published in February 2024 is being embedded into all appraisals going forward.
- letters of confirmation of Fit and Proper for the Local Authority and Trust Partner Members have been received from their substantive organisations.
- Board Member References have been completed and retained for any leavers over the period.
- MIAA undertook an internal audit of the ICB's FPPT policy and procedures in May 2024 and any recommendations have been progressed.

3.2 The annual submission and declaration were signed by the Acting Chair and submitted to the NHSE NW Regional Director on 24 June 2024.

### **4.0 Recommendations**

4.1 The Lancashire and South Cumbria ICB is asked to note the completion and submission of the NHSE FPPT annual submission and declaration in line with NHSE requirements.

**Debra Atkinson**

Company Secretary / Director of Corporate Governance

10 July 2024