

Integrated Care Board

Date of meeting	Friday, 1 July 2022
Title of paper	Appointment of Special Lead Roles on the Integrated Care Board
Presented by	David Flory, Chair
Author	Rebecca Higgs, Business Manager
Agenda item	9
Confidential	No

Purpose of the paper				
This report is provided to the inaugural meeting of the Lancashire and South Cumbria Integrated Care Board (ICB) to support the confirmation of named individuals to specific lead roles on the Board.				
Executive summary				
To support the ICB in discharging its statutory duties there are a number of special lead roles that required named individuals to undertake responsibility on behalf of the Board for the oversight of specific areas.				
This paper outlines the roles that are both mandatory and best practice and the named individuals who will undertake the roles on behalf of the ICB.				
Recommendations				
It is recommended that the appointment of named individuals to the special lead roles is approved by the ICB.				
Governance and reporting (list other forums that have discussed this paper)				
Meeting	Date			Outcomes
Conflicts of interest identified				
None				
Implications				
<i>If yes, please provide a brief risk description and reference number</i>	Yes	No	N/A	Comments
Quality impact assessment completed			x	
Equality impact assessment completed			x	
Privacy impact assessment completed			x	
Financial impact assessment completed			x	
Associated risks			x	

Are associated risks detailed on the ICS Risk Register?			x	
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Report authorised by:

Appointment of Special Lead Roles on the Integrated Care Board

1. Introduction

NHS Lancashire and South Cumbria Integrated Care Board (ICB) will become a statutory body on 1 July 2022 following the passing of the Health and Care Bill. There are a range of duties that the organisation will undertake in its capacity as a newly formed statutory body.

To enable the organisation to discharge these duties effectively there are a number of special roles the organisation is mandated to appoint named individuals to undertake. Additionally, there are several roles for which it is considered best practice to have named individuals aligned to. Following the appointment and selection process for the membership of the ICB a process has been undertaken to align named individuals to these special roles. This paper outlines those roles and the associated individuals who will undertake them.

2. Special Roles

2.1 Senior Independent Risk Owner (SIRO)

The SIRO has overall responsibility for the organisation's information risk policy. They are accountable and responsible for information risk across the organisation, ensuring awareness across the organisation for the need for good judgment to be used to safeguard information and share it appropriately. All statutory NHS organisations are required to have a SIRO.

It is proposed that the Chief Finance Officer, Sam Proffitt, undertake this role on behalf of Lancashire and South Cumbria ICB.

2.2 Caldicott Guardian

A Caldicott Guardian is the senior individual within the organisation with responsibility for protecting the confidentiality of people's health and care information and ensuring that information is used ethically and legally. All statutory NHS organisations are required to have a Caldicott Guardian.

It is proposed that the Medical Director, David Levy, undertake this role on behalf of Lancashire and South Cumbria ICB.

2.3 Freedom to Speak up (FtSU) Lead

The role of the FtSU Guardian is to provide independent support and advice to staff who want to raise concerns, enabling NHS organisations to be more open and transparent and for employees to raise concerns without fearing the consequences. Whilst organisations will have multiple FtSU Guardians it is recommended that organisations have both an Executive and Non-Executive Lead Guardian.

It is proposed that the Chief People Officer, James Fleet, undertake the Lead Executive FtSU role and that Jane O'Brien undertake the Lead Non-Executive Member role on behalf of the Lancashire and South Cumbria ICB.

2.4 Equality, Diversity and Inclusion (EDI) Lead

It is important that the ICB ensure that its services and employment practices are fair, accessible and inclusive for the diverse communities it serves and the workforce it employs. In recognition of that need it is best practice to have both an named Executive and Non-Executive Lead for EDI.

It is proposed that the Chief People Officer, James Fleet, undertake the Lead Executive EDI role and that Ebrahim Adia undertake the Lead Non-Executive Member role on behalf of the Lancashire and South Cumbria ICB.

2.5 Conflicts of Interest Guardian

It is important that in discharging its duties the ICB has appropriate measures in places to manage circumstances that may arise whereby those with decision making powers is, or could be, influences or impaired in their decision making as a consequence of other interests they hold.

The role of the Conflicts of Interest Guardian is to strengthen the scrutiny and transparency of the organisation's decision-making processes.

It is commonly considered best practice for the Conflicts of Interest Guardian to be the Audit Chair. It is therefore proposed that Jim Birrell undertake the role of Conflicts of Interest Guardian on behalf of the Lancashire and South Cumbria ICB.

2.6 Senior Non-Executive Director

The role of the Senior Non-Executive Director is to be available to members of the ICB should they have concerns they wish to raise but for which contact through the usual channels via the ICB Chair or Chief Executive is either inappropriate or has failed to resolve the issue. Other aspects of this individual's role relate to the annual appraisal process for the ICB Chair.

It is proposed that Sheena Cumiskey undertake the role of Senior Non-Executive Director on behalf of the Lancashire and South Cumbria ICB.

2.7 Health and Wellbeing Guardian

Ensuring the health and wellbeing of our workforce is a fundamental priority of the ICB. Creating a culture that enables colleagues to be happy and healthy at work this will contribute to improved patient and care and health and wellbeing in our population.

The role of the Health and Wellbeing Guardian is to support with oversight of the organisational culture to ensure that the health and wellbeing of the workforce is considered routinely across all organisational activities.

It is proposed that Ebrahim Adia undertake the role of Health and Wellbeing Guardian on behalf of Lancashire and South Cumbria ICB.

3. Recommendations

To ensure Lancashire and South Cumbria ICB is able to effectively discharge its organisational responsibilities from its commencement as a statutory organisation it is recommended that the ICB approve the following appointments to key special roles on behalf of the Board:

- i. SIRO - Sam Proffitt
- ii. Caldicott Guardian - David Levy
- iii. FtSU Executive Lead – James Fleet
- iv. FtSU Non-Executive Lead – Jane O'Brien
- v. EDI Executive Lead - James Fleet
- vi. EDI Non-Executive Lead - Ebrahim Adia
- vii. Conflicts of Interest Guardian - Jim Birrell
- viii. Senior Non-Executive Director - Sheena Cumiskey
- ix. Health and Wellbeing Guardian - Ebrahim Adia

Rebecca Higgs
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