

REPORT TO:	NHS SOMERSET INTEGRATED CARE BOARD ICB Board Part A	ENCLOSURE: D
DATE OF MEETING:	25 September 2025	
REPORT TITLE:	Governance Handbook Update	
REPORT AUTHOR:	Ben Edgar-Attwell, Deputy Director of Corporate Services	
EXECUTIVE SPONSOR:	Jade Renville, Director of Corporate Services	
PRESENTED BY:	Jade Renville, Director of Corporate Services	

PURPOSE	DESCRIPTION	SELECT
Approve	To formally receive a report and approve its recommendations, (authorising body/committee for the final decision)	☐
Endorse	To support the recommendation (not the authorising body/committee for the final decision)	☒
Discuss	To discuss, in depth, a report noting its implications	☐
Note	To note, without the need for discussion	☐
Assurance	To assure the Board/Committee that systems and processes are in place, or to advise of a gap along with mitigations	☐

LINKS TO STRATEGIC OBJECTIVES (Please select any which are impacted on / relevant to this paper)	
☐	Objective 1: Improve the health and wellbeing of the population
☐	Objective 2: Reduce inequalities
☐	Objective 3: Provide the best care and support to children and adults
☐	Objective 4: Strengthen care and support in local communities
☐	Objective 5: Respond well to complex needs
☐	Objective 6: Enable broader social and economic development
☒	Objective 7: Enhance productivity and value for money

PREVIOUS CONSIDERATION / ENGAGEMENT
Not applicable

REPORT TO COMMITTEE / BOARD
Purpose of Paper To seek support from the Board to defer the annual presentation of the full Somerset ICB Governance Handbook, traditionally scheduled for the September Board meeting, due to ongoing collaborative cluster working with Bath and North East Somerset, Swindon and Wiltshire (BSW) and Dorset Integrated Care Boards (ICBs) following the publication of the ICB model blueprint. Background The Governance Handbook is a key document that sets out the ICB's governance framework, including committee terms of reference, constitutional arrangements, decision-making structures, and delegated authorities. It is reviewed annually (and historically presented to the Board in

September) to ensure it remains fit for purpose and reflects any changes in legislation, policy, or organisational structure.

Work is taking place across the cluster to review and harmonise (where possible) our respective governance and constitutional arrangements to create a consistent basis from which we can propose the most effective form of oversight and decision making during this clustering period.

Given this work, it is practical to delay the presentation of the full Governance Handbook until the outcomes are clearer.

This approach will:

- Avoid presenting a version of the handbook that may soon be outdated.
- Ensure that future governance documents reflect regional alignment and best practice.
- Provide the Board with a more comprehensive and forward-looking governance framework once proposals are finalised.

While the delay means the Board will not receive the updated handbook at this meeting, and for the avoidance of doubt, all existing governance arrangements for the Somerset ICB remain in place and continue to be valid and binding. Any interim updates or amendments required for operational purposes will be brought to the Board or relevant committees as needed.

Next Steps & Recommendation

- Continue active engagement with colleagues across the cluster.
- Prepare a revised Governance Handbook for Board consideration once the governance review work has been completed. It is anticipated that this will be early 2026.
- Provide interim updates to the Board as necessary to ensure continued assurance.

The Board is asked to endorse the approach as described within this paper.

IMPACT ASSESSMENTS – KEY ISSUES IDENTIFIED (please enter 'N/A' where not applicable)	
Reducing Inequalities/Equality & Diversity	There are no equality or quality impacts expected as a result of this delay. Existing governance arrangements remain in place and continue to support safe and equitable decision-making.
Quality	There are no equality or quality impacts expected as a result of this delay. Existing governance arrangements remain in place and continue to support safe and equitable decision-making.
Safeguarding	Not applicable
Financial/Resource/ Value for Money	Not applicable
Sustainability	Not applicable
Governance/Legal/ Privacy	While there are no immediate legal or regulatory breaches resulting from the delay, Integrated Care Boards are expected to maintain up-to-date governance documentation in line with guidance. The delay in updating the Governance Handbook is considered reasonable given the transitional nature of the clustering work with BSW and Dorset ICBs.
Confidentiality	Not applicable
Risk Description	Integrated Care Boards are expected to maintain up-to-date governance documentation in line with guidance. The delay in updating the Governance Handbook is considered reasonable given the transitional nature of the clustering work with BSW and Dorset ICBs.