

SCHEDULE OF MATTERS RESERVED TO THE INTEGRATED CARE BOARD AND SCHEME OF RESERVATION AND DELEGATION (SORD)

Reference	Reserved or Delegated Matter	Reserved to the Board	Delegated to ICB Committees	Delegated to be exercised jointly	Delegated to other statutory bodies	Delegated to individual Board Members and Employees	Delegated to ICB Joint Committees	Can be delegated to NHS Trusts
Regulation and Control								
Constitution 1.4 ¹	Consideration and approval of applications to NHS England on changes to the Constitution in accordance with NHSE guidance.	✓						No
Constitution 4.6	Establish and approve Terms of Reference and membership for ICB Committees.	✓						No
Constitution 3	Confirm the appointment of Board members.					✓ ICB Chair		No
Constitution 1.7.3	Approve the ICB Scheme of Reservation and Delegation and detailed operational scheme of delegation.	✓						No
Constitution 5.2	Approve the ICB Standing Financial Instructions (which form part of the ICB Governance Handbook).	✓						No
Standing Financial Instructions	Prepare detailed financial policies that underpin the ICB's Standing Financial Instructions and detailed operational scheme of delegation and which form part of the ICB Governance Handbook.		✓ Finance					No
Constitution 6.1	Set out who can execute a document by signature/use of the ICB Seal.	✓						No
	Approve the ICB Operating Structure	✓						No

¹ ICB Constitution

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Constitution 1.4	<p>Approve the arrangements for discharging the ICB's functions including but not limited to:</p> <ul style="list-style-type: none"> a) Having regard to and acting in a way that promotes the NHS Constitution. b) Exercising its functions effectively, efficiently and economically. c) Duties in relation to children including safeguarding and promoting welfare etc d) Adult safeguarding and carers (the Care Act 2014). e) Equality, including the public-sector equality duty f) Information law (including data protection laws such as GDPR, DPA and Freedom of Information. g) Provisions of the Civil Contingencies Act 2004. h) Improvement in quality of services. i) Reducing inequalities. j) Obtaining appropriate advice. k) Duty to have regard to effect of decisions. l) Public involvement and consultation. m) Financial duties. n) Having regard to assessments and strategies in respect of the Local Government and Public Involvement Act 2007 	✓						No
Constitution	<p>Exercise or delegate those functions of the ICB which have not been retained as reserved by the ICB Board or delegated to its Committees and sub-committees or delegated to named other individuals as set out in this document.</p>					✓ Chief Executive		No

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Strategic Planning and Integration								
ICB 4 ²	Establish governance arrangements to support collective accountability between partner organisations for whole-system delivery and performance, underpinned by the statutory and contractual accountabilities of individual organisations.			✓ ICB/Provider Joint Committees				No
ICB 1	Agree a System Plan to meet the health and healthcare needs of the Lincolnshire population, having regard to the Partnership Integrated Care Strategy (must be agreed with partner Trusts, including all revisions, and covering all functions (not just commissioning) and consultation should be conducted jointly with partner Trusts).	✓						No
ICB 2	Allocate resources to deliver the System Plan across the system, determining what resources should be available to meet population need in each area and setting principles for how they should be allocated across services and providers (both revenue and capital).	✓						No
ICB 3	Establish joint working arrangements with partners that embed collaboration as the basis for delivery.	✓						No

² Interim guidance on the functions and governance of the Integrated Care Board – August 2021

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ICB 5 ³	<p>Arrange for the provision of health services in line with the allocated resources through the ICS through a range of activities, including:</p> <p>a) putting contracts and agreements in place to secure delivery of its plan by providers.</p> <p>b) convening and supporting providers (working at scale and at place) to lead major service transformation programmes to achieve agreed outcomes.</p> <p>c) support the development of PCNs as the functions of out-of-hospital care and building blocks of place-based partnerships (including through investment in PCN management support, data and digital capabilities, workforce development and estates.</p> <p>d) working with local authority and voluntary, community and social enterprise sector partners to put in place personalised care for people, including assessment and provision of continuing healthcare and funded nursing care, and agreeing personal health budgets and direct payments for care.</p>			<p>✓ 5b Provider Collaborative</p> <p>✓ 5c Provider Collaborative</p>			<p>✓ 5a Finance</p> <p>✓ 5d Quality</p>	No

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ICB 9	Ensure the NHS plays a full part in wider goals of social and economic development and environmental sustainability through joint working between health, social care and other partners including police, education, housing, safeguarding partnerships, employment and welfare services.			✓				No
ICB 6 ⁴	Lead system implementation of people priorities including delivery of the People Plan and People Promise by aligning partners across the ICS to develop and support 'one workforce', including through closer collaboration across the health and care sector, with local government, the voluntary and community sector and volunteers.				✓ Provider Collaborative			Yes
ICB 7	Lead system-wide action on data and digital; working with partners across the NHS and with local authorities to put in place smart digital and data foundations to connect health and care services to put the citizen at the centre of their care.				✓ Provider Collaborative			Yes

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ICB 8 ⁵	Using joined-up data and digital capabilities to understand local priorities, track delivery of plans, monitor and address unwarranted variation, health inequalities and drive continuous improvement in performance and outcomes. This will feed into various Committees and groups across the ICB and ICS to inform and enable decision making.						✓	
ICB 10	Agree joint work on estates, procurement, supply chain and commercial strategies to maximise value for money across the system and support wider goals of development and sustainability.				✓ Provider Collaborative			
ICB F 6 ⁶	Prepare a Joint Strategic Needs Assessment and Joint Health and Wellbeing Strategy.				✓ HWBB			No
ICB F 6 and Constitution 4.3.2, 4.3.3	Approve arrangements for ICB functions to be exercised by or jointly with any one or more other body as defined by the NHS Act 2006 (as amended) including establishment of Joint Committees, pooled funds and budgets.	✓						

⁵ Interim guidance on the functions and governance of the Integrated Care Board – August 2021

⁶ Interim guidance on the functions and governance of the Integrated Care Board – Statutory CCG functions to be conferred on ICBs

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ICB 11 and Constitution 4.3.2 and 4.3.3	Approve arrangements for the ICB to enter into partnership arrangements with a local authority under Section 75 of the 2006 Act (as amended), under which the local authority exercises specified ICB functions or the ICB exercises specified local authority functions.	✓						
Public Involvement and Engagement								
ICB F 7 ⁷	Consultation about commissioning plan.			✓				No
ICB F 7	Engagement with Health Overview and Scrutiny Committee.			✓				Yes
ICB F 7	Duty to promote involvement of each patient.			✓				Yes
Functions Delegated from NHSEI								
ICB F 3	Exercising functions jointly with, or delegated by, NHS England.		✓					Yes
ICB F 3	Exercise of functions by, or jointly with, NHS England.		✓					No
Constitution 4.3.2 and East Midlands ICBs Joint Committee	In line with 4.3.2 of the Constitution delegate exercise of the Relevant Functions jointly pursuant to section 65Z5 of the NHS Act 2006 through a Joint Working Agreement with the five East Midlands ICBs.			✓ Joint Committee of the East Midlands Integrated Care Boards				No

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Constitution 4.3.2 and Joint Commissioning Group for PODs	Exercise commissioning responsibilities from NHS England through the Joint Working Agreement and associated governance arrangements with the five East Midlands ICBs and in keeping with the ICB Delegated Financial Authority Limits.					✓ Officers of the Board		No
Quality								
Quality Committee TOR	Ensure continuous improvement in the quality of services, against each of the dimensions of quality set out in the Shared Commitment to Quality and enshrined in the Health and Care Bill 2021. This includes reducing inequalities in the quality of care.						✓ Quality	No
Quality Committee TOR	Ensure there is an effective system of quality governance and internal control that supports the ICB to effectively deliver its strategic objectives and provide sustainable, high quality care.						✓ Quality	No
Quality Committee TOR	Agree the ICB's arrangements for handling complaints.						✓ Quality	No
ICB F 9	Nominate members for Independent Review panels and implement decisions.						✓ Quality	No
ICB F 9	Duties in relation to individual funding requests.						✓ Quality	No

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ICB Corporate Functions								
Audit Committee TOR ⁸	Audit Committee <ul style="list-style-type: none"> Report and provide assurance to the ICB Board on the effectiveness of ICB governance arrangements. Approve the appointment (and where necessary dismissal) of External Auditors. Receive the Annual Governance Letter from the External Auditor Approve the internal audit, external audit and counter-fraud plans. Receive an Annual Report from the Internal Auditor.		✓ Audit Committee					No
Constitution 8 and Rem Committee TOR	Remuneration Committee Arrangements for Determining the Terms and Conditions of Employees, including: <ul style="list-style-type: none"> Confirm the ICB Pay Policy including the adoption of any pay frameworks (such as Agenda for Change) for employees including senior managers/directors (including Board Members and Non-Executive Directors); 		✓ Rem Committee					No

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	<ul style="list-style-type: none"> • Determine all aspects of remuneration for the Chief Executive, Directors and Other Very Senior Managers including, but not limited to, salary (including any performance related bonuses), pensions and cars; • Determine the arrangements for termination payments and any special payments following scrutiny of their proper calculation and taking account of such national guidance as appropriate. 							
N/A	Approve Human Resource Policies for ICB employees and for other persons working on behalf of the ICB.	✓						
Constitution 6	Establishment of and maintenance of Register of interests of Conflicts of interest.	✓						No
Constitution	Approve the ICB Annual Report and Accounts.	✓						No
Constitution	Prepare annual accounts.	✓						No
Operational Business and Risk Management								
Audit Committee TOR	Approve the ICB's Counter Fraud and Security Management arrangements.		✓ Audit					No

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Standing Financial Instructions	Approve the ICB's risk management arrangements.		✓ Audit					No
Standing Financial Instructions	Preparation and review of the ICB Board Assurance Framework and Risk Register,		✓ Audit					No
Constitution 7	Approve arrangements for complying with the NHS Provider Selection Regime.	✓						No
Service Delivery and Performance								
ICB F 8	Provide documents and information to NHSEI for purposes of performance functions.						✓ Service Delivery	No
ICB F 8	Co-operate with NHSEI and other ICB where it is subject to performance related directions from NHSE.						✓ Service Delivery	No
ICB F 8	Measures to secure the continued provision of commissioner requested services.						✓ Service Delivery	Yes
ICB F 8	Make arrangements for appointment with specialist for patients urgently referred with suspected cancer.						✓ Service Delivery	Yes
ICB F 8	Duty to offer alternative provider for treatment for suspected cancer.						✓ Service Delivery	Yes

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Financial/Resource Management								
ICB F 9 ⁹	Meet maximum waiting times standard and offer assistance re waiting times.						✓ Service Delivery	Yes
ICB F 9 ¹⁰	Ensure organisational financial balance and comply with financial requirements set by NHSEI directions.						✓ Finance	No
ICB F 9	Comply with revenue and capital resource limits set by NHSEI.	✓						No
ICB F 9	Comply with restrictions on use of support monies and other support resources provided by NHSEI under this section.	✓						Yes

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