

Engagement Assurance Committee Cover sheet

Title	EAC effectiveness review				
Meeting date	24 September 2025	Agenda item Number		Paper Enclosure Ref	
Author	Simon Beard, Associate Director of Corporate Operations and Freedom to Speak Up Guardian				
Executive lead	Tosca Fairchild, Chief of Staff				
Paper is for:	Information / discussion	X			
Purpose of paper	To provide a summary of the review of the effectiveness of the committee based on terms of reference, minutes, papers and the survey of members that took place earlier in the year.				
Summary of main points	<p>As part of the ICBs good governance processes, an annual review was undertaken of the effectiveness of the ICBs committees by asking committee members to complete a questionnaire on their views of various aspects of how the committee operates, being:</p> <ul style="list-style-type: none"> • Composition, establishment and duties of the committee • How the committee meetings operate • Governance, scrutiny and assurance • Development of a workplan for the committee • Administrative arrangements <p>These responses were used to assess with the committee chair if there are any improvements that can be made to how the committee works, and to inform an annual review of the committees terms of reference.</p> <p>The survey was shared with members in May with responses requested by early June. In total, six responses were received and it is based on these responses that the assessment has been completed, which is attached to this front sheet.</p> <p>In summary, no serious areas of concern were raised, with all aspects being rated either green (fully compliant) or yellow (some minor issues raised but nothing that requires a ToR amendment).</p> <p>Three key points have been identified for consideration based on the lowest scores:</p> <ul style="list-style-type: none"> • What measures can members use to be more confident that effective engagement has taken place for a project or scheme? • Is more time needed in the agenda for discussion and questions following presentations? • Could there be more discussion on patient experience of care in presentations? 				



Potential conflicts of Interest	None identified					
Sharing and confidentiality	For sharing					
Relevant to these boroughs	Bexely	X	Bromely	X	Greenwich	X
	Lambeth	X	Lewisham	X	Southwark	X
Equalities Impact	The committee receives a written report from the Equalities Sub Committee at every meeting. There is diverse public membership of the committee bringing a broad range of perspectives to check and challenge reports at the committee.					
Financial Impact	None					
Public Patient Engagement	The committee receives reports on engagement with local people and communities and approaches to broaden the reach of engagement activities.					
Committee engagement	Members of EAC.					
Recommendation	Members are asked to note and discuss the findings as set out in the report.					

