

Integrated Care Board

Date of meeting	9 July 2026
Title of paper	Fit and Proper Persons Test Annual Submission
Presented by	Emma Woollett, Chair
Author	Debra Atkinson Company Secretary / Director of Corporate Governance
Agenda item	18
Confidential	No

Executive summary

The Integrated Care Board (ICB) completed and submitted its annual Fit and Proper Persons Test (FPPT) declaration to NHS England North West by the required deadline, demonstrating compliance with the FPPT Framework established to ensure board members meet required standards. This report provides assurance on the processes and outcomes of the FPPT assessments for the ICB's unitary board members.

Public and Stakeholder Engagement

N/A

Recommendations

The board 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	To improve population health and reduce inequalities through effective strategic commissioning.	
SO2	Commission high quality, safe and accessible services that deliver better and more equitable outcomes and patient experience.	
SO3	To develop and sustain the workforce, leadership and organisational capability required to operate as an effective strategic commissioner.	✓
SO4	Improved financial sustainability through directing available resources to deliver the greatest possible value.	
SO5	To deliver agreed national and local outcomes through a balanced focus on performance, improvement and long-term system resilience.	

Implications

	Yes	No	N/A	Comments
Associated risks		✓		
Are associated risks detailed on the ICB Risk Register?			✓	
Financial Implications		✓		

Where paper has been discussed (list other committees/forums that have discussed this paper)

Meeting	Date	Outcomes
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Submission reviewed by the Chair	In advance of submission	Approved		
Conflicts of interest associated with this report				
N/A				
Impact assessments				
	Yes	No	N/A	Comments
Quality impact assessment completed			✓	
Equality impact assessment completed			✓	
Data privacy impact assessment completed			✓	
Report authorised by:		Debra Atkinson, Company Secretary / Director of Corporate Governance		

Integrated Care Board – 9 July 2026

Fit and Proper Persons Test Annual Submission

1. Introduction

- 1.1 NHS England published the 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 framework came into effect from 30 September 2023 and the ICB has fully adopted and implemented the requirements of the framework and has implemented a localised policy and associated procedures.
- 1.4 Whilst the ICB local FPPT policy is extended to other executive roles, the submission to NHS England North West (NHSE NW) is in relation to members of the ICB's unitary board only in this time period.

2. Annual submission and declaration

- 2.1 Under the NHS England FPPT Framework the ICB Chair is required to approve and submit an annual submission to NHSE NW Regional Director by 30 June 2026. the submission covers the period 1 July 2025- 30 June 2026. 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.
- 2.2 As part of this submission the Chair confirmed 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. 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 2026 or on appointment (which ever was later)
- annual background checks have been undertaken for all board members in March 2026 or on appointment (which ever was later)
- 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 2026
- Confirmation of FPP for the Local Authority and Trust Partner Members have been received. Confirmation has also been received that the GP Partner member has undergone a GP appraisal over the period
- Board Member References have been completed and held for leavers over the period

3.2 The annual submission and declaration was signed by the Chair and submitted to the NHSE NW Regional Director on 30 June 2026.

4. Recommendations

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

S Mattocks

June 2026