

NHS DORSET CLINICAL COMMISSIONING GROUP
GOVERNING BODY MEETING
REVISED GOVERNANCE ARRANGEMENTS

Date of the meeting	16/09/2015
Author	CG Lakeman – Governing Body Secretary and General Counsel
Purpose of Report	To advise the Governing Body of proposed changes to Governance arrangements
Recommendation	The Governing Body is asked to approve the recommendations set out in the report, namely: a) Changes to the Clinical Commissioning Committee Terms of Reference b) Changes to the Joint Primary Care Commissioning Committee Terms of Reference c) Changes to the Remuneration Committee Terms of Reference and d) Appointment of the Assistant Clinical Chair to the Remuneration Committee.
Stakeholder Engagement	N/A
Previous GB / Committee/s, Dates	N/A

Monitoring and Assurance Summary

This report links to the following Strategic Principles	<ul style="list-style-type: none"> • Services designed around people • Preventing ill health and reducing inequalities • Sustainable healthcare services • Care closer to home 		
	Yes [e.g. ✓]	Any action required?	
		Yes Detail in report	No
All three Domains of Quality (Safety, Quality, Patient Experience)	✓	✓	
Board Assurance Framework Risk Register	✓	✓	
Budgetary Impact	✓		✓
Legal/Regulatory	✓	✓	
People/Staff	✓	✓	
Financial/Value for Money/Sustainability	✓	✓	
Information Management & Technology	✓		✓
Equality Impact Assessment	✓		✓

9.6

Freedom of Information	✓	✓	
I confirm that I have considered the implications of this report on each of the matters above, as indicated	✓		

Initials : CGL

1. Introduction

- 1.1 Good governance suggests that Terms of Reference for Committees are reviewed annually. This is to ensure that they remain appropriate for the work of the Committees and help the CCG achieve probity, accuracy, economy, efficiency and effectiveness.

2. Report

- 2.1 Certain changes to the Clinical Commissioning Committee and the Joint Primary Care Commissioning Committee were approved in March however further changes are now required as set out below.

Joint Primary Care Commissioning Committee

- 2.1.1 The changes highlighted in track changes at Appendix 1 to amend the requirement for minutes to be circulated to bring it in line with other Committee Terms of Reference and to remove references to NSF and Standards for Better Health which are no longer relevant.

Remuneration Committee

- 2.1.2 Amendments to the Terms of Reference at paragraph 2.1 as shown at Appendix 2 to make the Chair of the Joint Primary Care Commissioning Committee (a Lay Member) is a standing member of the Committee.

Clinical Commissioning Committee

- 2.1.3 To amend the membership to include the six Clinical Delivery Group Leads and to update references to CDGs throughout the document, to update references to the Two Year Delivery Plan and to remove references to NSF and to correct unnecessary wording in paragraph 7.2 all as set out on the track changes document at Appendix 3.

Audit and Quality Committee

- 2.1.4 No changes are required to the Audit and Quality Committee Terms of Reference.
- 2.2 The Governing Body is also asked to approve the appointment of Karen Kirkham, Assistant Clinical Chair, to the Remuneration Committee.

3. Conclusion

- 3.1 The Governing Body is asked to approve the proposed changes to the Terms of Reference as set out, together with the appointment of Karen Kirkham to the Remuneration Committee.

Author's name and Title : CG Lakeman, Governing Body Secretary and General Counsel

Date : 25/08/2015

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APPENDICES	
Appendix 1	Joint Primary Care Commissioning Committee Terms of Reference
Appendix 2	Remuneration Committee Terms of Reference
Appendix 3	Clinical Commissioning Committee Terms of Reference