



**Integration Joint Board  
Clinical and Care Governance Committee**

Will be held on

**Thursday 13<sup>th</sup> February 2020 at 3.00pm – 5.00pm**

**Meeting Room 3, Mountainhall Treatment Centre,  
Bankend Road, Dumfries, DG1 4AP**

**MEMBERS**

<b>Grace Cardozo (Chair)</b>	- Voting Member
<b>Elaine Murray (Vice Chair)</b>	- Voting Member
<b>Lesley Bryce</b>	- Voting Member
<b>Ian Carruthers</b>	- Voting Member
<b>Lillian Cringles</b>	- Chief Social Work Officer
<b>Dr Ken Donaldson</b>	- Registered Medical Practitioner (not - Primary Medical Services)
<b>Alice Wilson</b>	- Registered Nurse Practitioner
<b>Julie White</b>	- Chief Officer

Please forward any items to be discussed under AOCB to [hannah.green5@nhs.net](mailto:hannah.green5@nhs.net)

Health and Social Care Partnership Website  
<http://dghscp.co.uk/>

## **Terms of Reference – Clinical and Care Governance Committee**

### **General:**

1. The Standing Orders as adopted by the Integration Joint Board shall apply to all meetings of the Committee
2. The quorum for any meeting of a committee shall be half of its Voting Members
3. Substitutes are permitted from the Membership of the Integration Joint Board but a voting member may not attend as a substitute for a non-voting member.
4. A substitute voting member of the Integration Joint Board may be a committee member.
5. Minutes of the Committee are to be reported and approved at the next meeting of the Committee.
6. Approved Minutes of Committee meetings will also be reported to the Integration Joint Board.

### **Role and Remit:**

1. To provide an effective overview of the clinical and care governance agenda across integrated services.
2. To ensure that quality monitoring and governance arrangements are in place for safe and effective health and social care service delivery in Dumfries and Galloway and will include as a minimum these elements listed below:
  - Service user/patient experience of integrated delivery, including complaints raised by service users, carers and families
  - Achievement of personal outcomes
  - Risk management, including adverse event reporting and learning systems
  - Inspection activity and associated improvement plans.
  - Research and development
  - Quality and safety of care, including continuous improvement
  - Statutory and legal requirements
  - Quality assurance in commissioned services.
  - Workforce development and regulation.
3. The Committee will provide reports to the Integration Joint Board, NHS Dumfries and Galloway's Healthcare Governance Committee and Dumfries and Galloway Council's Social Work Services Committee in order to provide assurance with regards to the quality and safety of services being delivered via the Integration Joint Board.
4. The Clinical and Care Governance Committee will receive reports from and provide oversight of the work of the locality services.

### **Membership:**

1. Four voting Members comprising 2 from Dumfries and Galloway Council and 2 from Dumfries and Galloway NHS Board.
2. Four Advisory Members being:

- Chief Officer
- Chief Social Work Officer
- Medical Director (Registered Medical Practitioner (not Primary Medical Services) representative); and
- Director of Nursing (Registered Nurse Representative)

3. The Chair and Vice Chair are to be appointed by the Integration Joint Board.

**Frequency of Meetings:**

1. There will be a minimum of 3 meetings per year, although additional meetings can be agreed by the Chair if required.