



THE GOVERNING BODY	
Bi-monthly Meetings in Public	
<p>Voting:</p> <ul style="list-style-type: none"> - Chair of CCG (GP) - Chief Officer - Chief Financial Officer - 3 GP Group Chairs - 3 Group Vice Chairs - Registered Nurse - Secondary Care Specialist Doctor - 3 Lay Members 	<p>Non-voting:</p> <ul style="list-style-type: none"> - Three Group Directors - Director of Planning, Performance and Corporate Services - Director of Transformation - Integration Director - GP Medical Advisor, Safeguarding (Children) and Clinical Exceptions - Corporate Director, Wiltshire Council - Healthwatch Representative - CCG Board Administrator
<p>Statutory Functions:</p> <ul style="list-style-type: none"> • Demonstrate value for money • Operate within the boundaries set out by their establishment orders and other legislation, eg equality legislation • Work within the annual revenue and capital limits, and break even every financial year <p>Other key decisions (which can be allocated to committees):</p> <ul style="list-style-type: none"> • Leading and settling of vision and strategy • Signing off annual commissioning plan • Providing assurance of strategic risks 	

QUALITY AND CLINICAL GOVERNANCE COMMITTEE
Bi-monthly Meetings
<ul style="list-style-type: none"> - Director of Quality and Patient Safety (Chair) - GP representative(s) from two CCG Groups - CCG Lay Member with lead for patient safety (Vice-chair) - Public Health representative from Wiltshire Council - Designated Adult and Children's Safeguarding Leads - Registered Nurse - Secondary Care Specialist Doctor - Quality and Patient Safety Manager - Representative from CSU - Head of Medicines Management - Clinical Governance Pharmacist - Risk and Corporate Services Manager
<p>Develop and understand service quality issues and provide assurance, ensuring:</p> <ul style="list-style-type: none"> • The mainstreaming of consideration of service and clinical issues • Identification and management of risks to quality • Poor performance is acted upon • Implementatin of plans to drive continuous improvement, including focus on patient feedback and its direct relationship to commissioning decisions

REMUNERATION COMMITTEE
Meetings as required
<p>Voting:</p> <ul style="list-style-type: none"> - Lay member (Chair) - Lay member (Vice-chair) - CCG Chair - GP Group Chair <p>Non-voting:</p> <ul style="list-style-type: none"> - Director of Planning, Performance and Corporate Services - Chief Financial Officer - Representative from CSCSU - Board Administrator <p>Functions:</p> <ul style="list-style-type: none"> • To make recommendations to the Governing Body about the pay and terms of service offered by the organisation • To provide reassurance to the Governing Body that remuneration is fair and appropriate

AUDIT & ASSURANCE COMMITTEE
Bi-monthly Meetings
<p>Voting:</p> <ul style="list-style-type: none"> - Lay member (Audit & Assurance) (Chair) - Lay member (Patient and Public Involvement) (Vice-chair) - Registered Nurse - Secondary Care Doctor - Chief Officer <p>Non-voting:</p> <ul style="list-style-type: none"> - GP Group Vice Chair - Chief Financial Officer - Director of Planning, Performance & Corporate Services - Internal Auditors (PWC) - External Auditors (KPMG) - Counter Fraud/Security Management Specialist - Deputy Chief Financial Officer - Risk and Corporate Services Manager - Board Administrator <p>Functions:</p> <ul style="list-style-type: none"> • To ensure the governance arrangements of the CCG are in place, well-designed and used as designed • To ensure robust and effective financial management systems are in place and being followed • To ensure that risks are effectively managed • To ensure the publicaiton of the Annual Report, including the accounts • To ensure the probity of decision-making is in line with the scheme of delegation, SFIs, terms of reference, standing orders and the declaration of interests policy

FINANCE COMMITTEE
Bi-monthly Meetings
<ul style="list-style-type: none"> - CCG Chair (Chair) - Accountable Officer - Chief Financial Officer - Three Group Directors - GP representation - Two lay members <p>The Finance Committee will:</p> <ul style="list-style-type: none"> • Agree detailed revenue and capital financial plans, budgets, income generation programmes and financial monitoring reports • Monitor the financial performances of the CCG against the detailed plans and seek assurance that remedial action is happening • Act as an Assurance Committee of the CCG's business and finance risks via the Assurance Framework and Risk Registers, which will be presented to the Committee quarterly • Take any legal or other professional advice with regard to the financial performance of the CCG as necessary