

## SCHEME OF DELEGATION TO COMMITTEES

### 1. Purpose of Report

This report provides the Board with a Scheme of Delegation to Committees for agreement which meets both what is required in legislation and what is set out in the Integration Scheme.

### 2. Recommendations

Board Members are asked to:-

2.1 note that the legislation regarding the Board's Standing Orders, and the Board's Standing Orders themselves, apply equally to committees,

2.2 consider and agree the Scheme of Delegation to Committees as attached at the **Appendix**,

2.3 dependent on the decision at 2.2 agree to appoint chairs, vice-chairs and members for the Audit and Risk Management Committee and the Clinical and Care Governance Committee.

2.4 delegate arrangements for the first meetings of the committees to the Chief Officer, in consultation with the Chair and Vice-Chair of the respective committees, noting that a calendar of meetings for each committee will be agreed at that first meeting; and

2.5 note that the Standing Orders of the Board will be administratively updated by the Governance Officer to include a reference to the Scheme of Delegation to Committees.

### 3. Considerations

3.1 The Standing Orders of the Board which set out how the Board conducts its proceedings were agreed on 17 March 2016.

3.2 The legislation governing Integration Joint Boards requires that its standing orders must contain certain provisions, and those must apply to all committees as they do to the Board itself. The Standing Orders agreed on 17 March 2016, therefore apply to any committee set up by the Board.

3.3 The most significant provisions in terms of committees and membership are that:-

- A committee must be comprised of Board Members (voting and non-voting)
- It must have an equal number of voting members from the Council and the Health Board
- Quorum is half of all voting members
- There is no casting vote in event of an equity of votes
- It is for the Board to determine membership and to appoint the committee's chairs, vice-chairs and members

3.4 The Scheme of Delegation to Committees attached at the **Appendix** is intended to be read in conjunction with the Standing Orders. It sets out the committees that the board is

required to set up both as stipulated in the Integration Scheme and to comply with legislation.

3.5 In the attached Scheme an indication has been given regarding membership numbers and frequency of meetings but these are matters for the board to discuss and agree.

3.6 If agreed, it is proposed that the board delegate arrangements to the Chief Officer in consultation with the Chair and Vice-Chair of the respective committees, for the first meeting of the committees. If agreeable to the Board, a schedule of meeting dates would then be agreed at the committee itself.

3.7 The Board's Standing Orders at Section 14 will be administratively updated by the Governance Officer to include a reference to the Scheme of Delegation to Committees, and thereafter be made available on the Board's website.

#### 4. Governance Assurance

4.1 The Health and Social Care Management Team, including the Chief Finance Officer has been consulted and are in agreement with the terms of the report.

4.2 The Council Chief Social Work Officer has been consulted and is in agreement with the terms of the report

4.3 The Council's Proper Officer (Director Corporate Services) and Monitoring Officer(Head of Legal and Democratic Services) have been consulted and are in agreement with the contents of this report.

#### 5. Impact Assessment

As this report does not propose a change in policy/strategy/plan/project, it is not necessary to complete an Impact Assessment.

#### Author(s)

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#### Approved by

NAME	DESIGNATION
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#### Appendices – one -Scheme of Delegation to Committees

#### Background Papers

Minute - Integration Joint Board –17 March 2016 – Item 13 - Governance Arrangements  
<http://egenda.dumgal.gov.uk/aksdumgal/users/public/admin/kab12.pl?cmte=IJB&meet=3&arc=71>