

TO: West Gloucestershire Primary Care Trust

FROM: Sarah Robinson, Assistant Director (Corporate Development)

DATE: 13th July 2006

SUBJECT: REPORT FROM THE INTEGRATED GOVERNANCE COMMITTEE MEETING

1.0 PURPOSE

1.1 This paper updates the Board on the activities of Integrated Governance Committee and includes the draft minutes of the meeting held on 22nd May 2006.

2.0 BACKGROUND

2.1 The Integrated Governance Committee meets on average 6 times a year to discharge its responsibilities under the theme of better, safer care for the West Gloucestershire Community. This was the fourth meeting of the Committee. Non Executive Directors and Directors from the Board, members of the Audit Committee and the Professional Executive Committee attend the Committee meetings.

3.0 ACTIVITIES

3.1 The Integrated Governance Committee held its most recent Committee meeting on 22nd May 2006. The draft minutes are attached for the Board's review.

3.2 The Committee received reports from the Health and Safety Committee, reports on information governance, on business continuity planning, and on infection control.

3.3 In addition the Committee had requested and received reports on the protocol for dealing with the Coroners office, an update on progress on Standards for Better Health, and a review on incident statistics for the year ended 31st March 2006.

3.4 During 2006/07 the Integrated Governance Committee has prepared a timetable for the review of each core and developmental standard by the Integrated Governance Committee. The approach to reviewing each standard will be in depth and challenging to ensure that the assurance offered on each standard meets the required quality, with evidence that is pertinent, recent and of good quality.

4.0 RECOMMENDATIONS

4.1 The Board is requested to note the contents of this paper and to receive the draft minutes of the Integrated Governance Committee held on 22nd May 2006.