

6c - OHPA Governance Arrangements - Annex B

Draft Joint Co-ordination Group Terms of Reference

Constitution

1. The Joint Co-ordination Group (JCG) is a group that is jointly established by the GMC and OHPA.

Membership

2. The JCG will be comprised of eight members. Four each will be drawn among:

- a. GMC Council members (from the Fitness to Practise Reference Group, the Standards and Ethics Reference Group and the Resources Committee).
- b. Members of the OHPA Board.

3. The JCG will be chaired by the Chair of OHPA.

Frequency of meetings

4. It is expected that the JCG will meet two weeks in advance of GMC Council meetings (timetable to be agreed with OHPA).

Attendance by others

5. The Chair of the GMC may attend all meetings of the JCG.

6. Members of the Joint Implementation Group (JIG) may also attend the meetings of the JCG.

7. Programme management leads from both organisations will attend in order to provide programme updates. Staff from OHPA and the GMC may attend by invitation.

Authority

8. The JCG has authority from the GMC and OHPA to request information from the Chief Executives, or from the JIG, in exercising its functions.

Purpose

9. The purpose of the JCG is:

a. To oversee the joint programme of work relating to the transition of adjudication from the GMC to OHPA and to provide assurance to both governing bodies that the implementation of the work programme is consistent with the agreed plan and timeline, and with the strategic objectives of both organisations.

b. To help to prepare for the transfer of the GMC's statutory adjudication function to OHPA, including by identifying, and contributing to, areas of joint working.

Duties

10. To ensure a coherent approach, and appropriate allocation of responsibilities, between the GMC and OHPA in the period before the transfer of adjudication from the GMC to OHPA.

11. To identify areas for joint working between the GMC and OHPA in order to maximise the benefits of establishing a separate adjudication function.

12. To provide assurance to both governing bodies that the programme of work relating to the transition of adjudication from the GMC to OHPA is fully integrated into the strategic and business plans of both organisations, and that operational activities are not being jeopardised.

13. To comment on the planning process and the management of risks, to ensure that they are being mitigated appropriately and responsibly.

14. To comment on the deployment of resources from both the GMC and OHPA liaising with the Resources Committees of both organisations on these issues if required.

15. To make recommendations to both governing bodies as and when necessary.

Reporting and Circulation of Minutes

16. Minutes of JCG meetings will be made available to all members of both governing bodies. Each governing body will determine how often it wishes to receive a report.