



Terms of Reference

Integrated Care Coalition

Revised March 2014



These terms of reference were approved by:	Integrated Care Coalition
These terms of reference will be reviewed by:	March 2015



Membership

Members	
Organisation	Name and Role
LB Havering	Cheryl Coppell, Chief Executive London Borough Havering (Chair)
BHR CCGs	Conor Burke, Accountable Officer (Vice Chair)
Barking and Dagenham CCG	Dr Waseem Mohi, CCG Chair
LB Barking and Dagenham	Anne Bristow, Corporate Director Adult and Community Services
Havering CCG	Dr Atul Aggarwal, CCG Chair
LB Havering	Joy Hollister, Director Social Care and Learning
Redbridge CCG	Dr Anil Mehta, CCG Chair
LB Redbridge	John Powell, Director of Adult Social Services and Housing
Barking & Dagenham, Havering, Redbridge University trust (BHRUT)	Matthew Hopkins, Chief Executive
Barking & Dagenham, Havering, Redbridge University trust (BHRUT)	Dr Stephen Burgess, Medical Director
North East London Foundation Trust (NELFT)	John Brouder, Chief Executive
North East London Foundation Trust (NELFT)	Jacqui Van Rossum, Executive Director Integrated Care (London) and Transformation
North East London Foundation Trust (NELFT)	Steve Feast, Medical Director

Members are permitted to send deputies in their place when they are not able to attend.

In attendance	
BHR CCGs	Jane Gateley, Director of Strategic Delivery

Quorum

The group will be considered quorate when 4 members are in attendance, with at least one NHS Commissioner and one Local Authority Commissioner present.

Administration and Handling of Meetings

Administration functions will be undertaken by the PA to the Director of Strategic Delivery including:

- Agreement of the agenda with the Chair of the Coalition. Once agreed and circulated no further agenda items, without prior warning or discussion with the Chair, will be raised or presented at the meeting.
- The collation and circulation of papers, with papers being circulated within a minimum of three working days in advance of the meeting date.
- Taking action notes/issues to be carried forward.

Reporting/Communications

Action notes from each meeting will be taken and approved at the subsequent meeting of the Coalition members. They will be forwarded to all members for them to circulate/report as appropriate within their respective organisations.

Purpose of the Group

Senior leaders across health and social care in Barking & Dagenham, Havering and Redbridge (BHR) have committed to working together in a new guiding coalition of strategic partners that will develop a joint approach to integrated care to build a sustainable health and social care system. The Integrated Care Coalition has been established as an Advisory Board to oversee strategic change across health and social care. It replaces the previous Chief Executives' Forum.

The Integrated Care Coalition acts to bring together senior leaders in the BHR health and social care economy to support the three Clinical Commissioning Groups (CCGs) and the three Local Authorities in commissioning integrated care and ensuring a sustainable health and social care system.

The Integrated Care Coalition will be responsible for:

- Developing recommendations for a system wide integrated care strategy for consideration by the system's health and social care commissioners: the Health and Wellbeing Boards and CCGs.
- Developing the systems 5 year strategic plan (delegating authority for the co-ordination of the plan to the Coalition sub group: Integrated Care Steering Group)
- Driving improvement in urgent care at a pace across the BHR system (delegating authority to the Coalition sub group: Urgent Care Board)

The Integrated Care Coalition will also receive updated reports from BHRUT and all partners on its improvement programme (LTFM / Clinical Strategy and A&E improvement plan) and agree areas and actions where a system response is required.

Frequency of Meetings

The group will meet quarterly from March 2014.

Accountability

By 2013 decisions on integrated care will be a shared responsibility between health and social care; by CCGs in partnership with the respective Local Authorities. The Health and Wellbeing Boards of the three boroughs will be key to this partnership. The Integrated Care Coalition will act as an Advisory Board to the commissioning decision-makers. The constituent bodies will not delegate decision-making to the Coalition but will need to ensure that decisions are made at the appropriate levels within their organisations that are required to make progress on integrated care.