

Whittington Health Trust Board

25 September 2013

Title:	Terms of Reference for Transformation Board						
Agenda item:	13/123		Paper			8	
Action requested:	For information						
Executive Summary:	<p>The Transformation Board aims to provide strategic oversight of major change projects in Whittington Health and Haringey and Islington CCGs (including QIPP plans) that are in the Trust's operational plans and Integrated Business Plan (IBP). The board meets monthly and membership consists of executives and clinical leaders of the Trust and CCGs, as well as the Director of Adult Social Care of both boroughs. The Terms of Reference was revised in July 2013 to improve the board's effectiveness and agreed at the Transformation board on 19 September 2013.</p>						
Summary of recommendations:	To note progress						
Fit with WH strategy:	Integrated care is one of the trust's five strategic goals. Service transformation is fundamental to Service Development Plans (SDPs) of the IBP. The IBP is the five year strategic plan of Whittington Health.						
Reference to related / other documents:	Risks (references 1.1-1.4 and 4.1) in the Board Assurance Framework.						
Date paper completed:	18 September 2013						
Author name and title:				Director name and title:	<i>Dr Yi Mien Koh, Chief Executive</i>		
Date paper seen by EC	-	Equality Impact Assessment complete?	-	Risk assessment undertaken?	-	Legal advice received?	-



WHITTINGTON HEALTH TRANSFORMATION BOARD TERMS OF REFERENCE

Board:	Whittington Health Transformation Board
Chair:	Dr Gillian Greenhough
Reports To:	Islington Strategy and Finance Committee, Haringey Strategy and Finance Committee, Whittington Health Executive Team

1. Purpose and Key Responsibilities

The purpose of the Whittington Health Transformation Board is:-

- To seize the opportunity of being a new integrated care organisation to transform how care is delivered for our population
- To take an overview of contract delivery for 2013/14 to assure achievement of the £212m exit run rate by the end of 2013/14.
- Help manage economy wide risk across host commissioners, Haringey and Islington CCGs and Whittington Health.
- Identify initiatives to deliver the required Integrated Care and QIPP savings within agreed contract values.
- Identify initiatives to mitigate any savings shortfall within agreed contract values.
- Maximise the value added to the health economy through the application of £8.9m transitional funding support over the two-year contract to deliver improvements in productivity and reduction in activity levels.
- Support Whittington Health attain Foundation Trust status in 2013/14
- Agree and pursue a work plan to deliver the above

The key objectives are:

- To provide a strategic overview of services delivered by Whittington Health and to lead the change for service improvements on behalf of the stakeholder organisations, looking forward until 2015/16.
- To set a programme of service redesign work for the respective organisations until 2015/16.
- To determine how to commission services differently.

- To ensure Whittington Health continues to develop as an integrated care organisation, and to ensure it maintains and improve performance.
- To work in partnership to deliver the respective stakeholder organisations objectives
- To deliver a more productive use of resources, whilst maximising best value for money for our population,
- To align priorities across health and social care

It is responsible for:

- Overseeing and monitoring the delivery of agreed schemes through existing contract and project working.
- Receiving regular progress reports from the project leads, and ensuring that key indicators, outcomes and milestones are achieved
- Reviewing the financial opportunities and risks log and ensuring appropriate actions are being taken to manage any overall financial risks.
- Regular progress reporting to Islington Strategy and Finance Committee, Haringey Strategy and Finance Committee, Whittington Health Executive Team.

2. Membership

The membership of the group will be:

Haringey Clinical Commissioning Group

Chief Officer

Chair Haringey CCG or Clinical Director – West Haringey

Islington Clinical Commissioning Group

Chair- Chair of Transformation Board

Chief Officer

Whittington Health

Chief Executive

Chief Operating Officer

Executive Medical Director or Medical Director Integrated Care

Member	Role
Dr Gillian Greenhough	Islington CCG Chair (Chair)
Alison Blair	Islington CCG Chief Officer
Sarah Price	Haringey CCG Chief Officer

Dr Helen Pelendrides	Haringey CCG Chair
Dr Peter Christian	Haringey CCG West GP Lead
Yi Mien Koh	Chief Executive, Whittington Health
Lee Martin	Chief Operating Officer, Whittington Health
Martin Kuper	Executive Medical Director , Whittington Health
Michele Wheeler	Transformation Project Director, ICCG/Whittington Health
Zoe Victorin	Transformation Project Manager, ICCG (Minutes)

Others

Transformation Director
Transformation Project Manager- Minute taker

Local Authorities are invited to attend meetings at the request of the Chair to provide advice and assistance considered necessary

Islington – Corporate Director – Housing and Adult Social Services
Haringey - Director of Housing and Adult Social Services

Quorum

The quorum is a minimum of one manager or one clinician from Islington CCG, one manager or one clinician from Haringey CCG and one manager or one clinician from Whittington Health.

It is expected that for consistency and ownership that the agreed participants attend regularly and that agreed nominated deputies attend in their absence.

Islington Deputies

Chair will be deputised by a Clinician on ICCG Governing Body
Chief Officer will be deputised by a Director on ICCG Governing Body

Haringey Deputies

Chief Executive will be deputised by a Director on HCCG Governing Body

Whittington Health Deputies

Chief Executive will be deputised by Executive Medical Director
Chief Operating Officer will be deputised by Integrated Care Medical Director

3. Frequency of Meetings

The Transformation Board will meet monthly

4. Period of review for Terms of Reference (TOR)

The ToR will be reviewed November 2013.