## London Health and Care Leaders’ Forum
### Terms of Reference

#### Constitution and Authority


#### Purpose

The London Health and Care Leaders’ Forum aims to bring together chief executives and equivalents of all health and care organisations to discuss how we can address and meet the challenges for health and care in London as a leadership community.

The Forum will be coordinated by the Commissioning System Development team within NHS England (London Region).

#### Role and main duties

1. Provide an opportunity to bring together and develop a community of leaders from across Health & Care to discuss and debate key challenges and opportunities London faces over the coming years
2. Provide an exclusive forum with membership comprising of Chief Executives and equivalents from across health and care as it is this leadership community that will help to lead, innovate and drive forward the key strategic and transformational changes needed across London
3. Bring in expert and innovative speakers to help with discussion/debate at each Forum meeting
4. Provide an opportunity for reflection and focus on translating the ‘thinking’ into the ‘doing’.
5. Provide a safe space to work across boundaries and to discuss and debate key issues affecting London
6. Share best practice, amongst commissioners, and encourage the development of a peer review approach around key areas/challenges
7. Meet up to three times per year

#### Chairing

The Forum will be jointly chaired by
- Dr Anne Rainsberry, Regional Director (London region), NHS England
- Dr Howard Freeman, Chair of Merton CCG and Chair of London Clinical Commissioning Council
- Martin Smith, Chief Executive for London Borough of Ealing and Chair for London Health Chief Officers Group
- Professor Yvonne Doyle, Regional Director (London region), Public Health England
- Alwen Williams, Regional Director (London), NHS Trust Development Authority
- Mark Turner, Regional Director (London), Monitor
## Membership

- CCG Chairs, Chief Officers and Chief Financial Officers
- Local Authority Chief Executives
- Local Authority Directors of Adult Services
- Local Authority Directors of Children's Services
- Local Authority Directors of Public Health
- Trust and Foundation Trust Chief Executives
- Amanda Coyle, Director of Health & Communities, Greater London Authority
- Alwen Williams, Director for London, NHS Trust Development Authority
- Mark Turner, Regional Director (London), Monitor
- Dr Yvonne Doyle, Regional Director (London), Public Health England
- Dr Michelle Drage, Chief Executive, LMC
- Health Education LETB Managing Directors
- AHSN Managing Directors
- CSU Managing Directors
- Regional Directors (London), NHS England
- Senior Direct commissioners and Area Directors (London), NHS England
- Anne-Marie Archard, National Leadership Academy, London region

## Terms of Membership

Membership to be reviewed as part of the ToRs annually

## Administration

The Forum is driven by a virtual Steering Group which will oversee the content for the design and development of each forum meeting. The Steering group will also have the responsibility of ensuring that what it seeks to do in terms of development sessions and topics/themes identified for each of the meetings, is driven by the membership of the Forum. The virtual Steering Group will include:

- Trust Chief Executive
- Local Government Chief Executive or Director of Adult and Social Care
- CCG Chair and Chief Officer
- NHS England (Public Health) Director
- NHS England (Development Lead)
- NHS England (Communications Lead)
- Public Health England
- NTDA
- Monitor
- Local Government Association (LGA)
- External host (KPMG, PwC, McKinsey, London Leading for Health Partnership)

The Commissioning System Development team within NHS England (London Region) will lead the support and coordination of the London Health and Care Leaders Forum on behalf of the virtual Steering Group.

## Sponsorship

NHS England (London region) will work with external consultancies to host and support each Fora which will include:

- To identify and procure venues
- To source international keynote speakers
- To identify external expert facilitation

## Reporting and Accountability

The evaluation and outputs following each fora will form part regular written and verbal updates to:

- NHS England (London region) Transformation Group
- London Health Chief Officer’s Group

*High quality care for all, for now and for future generations*
Issues arising will be shared with partners of Forum via the virtual Steering Group.

Risks will be reported back to the Commissioning System Development Team for incorporation into the NHS England (London Region) Risk Register.

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<tr>
<th><strong>Informed by</strong></th>
<th>Through regular monitoring and evaluation, the membership will inform the design and themes for future topics which will be taken forward by the virtual steering group.</th>
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<tbody>
<tr>
<td><strong>Frequency of meetings</strong></td>
<td>The Forum will meet three times per year.</td>
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<tr>
<td><strong>Document Author</strong></td>
<td>Delvir Mehet, Deputy Head of Commissioning System Development, NHS England (London Region)</td>
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<tr>
<td><strong>Approved by</strong></td>
<td>The membership of the London Health and Care Leaders Forum.</td>
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