

## London Frailty Clinical Leadership Group Terms of Reference

The London Frailty Clinical Leadership Group provides a forum for a multidisciplinary group of experts and key stakeholders with diverse perspectives on frailty care to share their expertise and experience in order to improve the quality of services across London. The CLG uses its influence to support the network with delivering change and may be requested to contribute to task and finish groups.

### **Clinical functions**

#### Clinical vision and strategy

- Direct clinical conversations on performance in the capital, providing expertise of key indicators and outcomes that measure improved patient care
- Support health organisations across London to develop strategic recommendations in line with the NHS Long Term plan and other national / local priorities
- Supply clinical advice and ownership for future plans of care

#### Clinical commissioning

- Collaboratively consider commissioning plans that support clinical vision and strategies
- Provide expert input into key aspects of commissioning plans, including service changes
- Consider how quality and safety are maintained within commissioned services

#### Clinical leadership

- Determine and direct clear clinical recommendations on the most appropriate configuration and design of services.
- Serve as clinical champion to future service changes.

### **Governance**

The London Frailty Clinical Leadership Group serves as a leadership committee that reports to Director of the London Clinical Networks and Senate via the Clinical Director and the NHSE London Long-term conditions board (may change once consultation is complete).

## **Membership**

### Chair

The chair of the Group will be the Frailty Clinical Director for the London Frailty network.

### Members

Members are selected as individuals who attend in their own right. Membership will be composed of professionals from each London ICS and represent a variety of professional groups.

The majority of the membership will be made up of experts who have regular, direct clinical duties, or have roles working with people living with frailty.

Membership will include:

1. Chair
2. London Frailty Network clinical project manager
3. Work stream leads
4. People from different professional backgrounds (such as nurses, community, therapy, medics, frailty specialists, social care, pharmacy) from a range of different organisations- such as NHS Trusts, primary care, commissioning, local authority, voluntary sector

These are key roles within the network and will be responsible for providing strong clinical and professional direction, essential to the network's role in supporting high quality commissioning.

### Service User involvement

People living with frailty and/or their informal carers will be involved in shaping network programmes through service user representative groups who can bring lived experience to the group. Recruitment can be through nomination or an advert may be placed, with an informal meet and greet arranged with candidates.

### Membership process

#### Nomination

The Chair may approach nominating bodies, ask for expressions of interest or approach individuals directly and ask for nominations that match the skills, backgrounds and expertise needed to complement existing membership.

#### Appointment duration

Membership duration will be considered as part of the annual membership review process, that will include participation and clinical priorities to ensure future alignment.

### Ad hoc attendees

To ensure a broad range of clinical inputs and perspectives, other people with relevant expertise may be invited by the Chair to attend Group meetings to contribute to the discussion.

### Declarations of interest

It is expected that all members declare interests and their applicability to the Group prior to appointment and/or relevant discussion.

### Meetings frequency

The Group will meet quarterly.

If an interim meeting is required to address an urgent or pending issue, the Chair will call a meeting outside the usual cycle. Group members, especially those who are leaders of individual work streams, are expected to spend time developing the work outside of the formal meeting structure.

### Quorum

A quorum for meetings will be 50 per cent plus one person for majority, including the Chair. As members attend as individuals in their own right, the use of nominated proxies is discouraged.

### Participation

It is expected that members will commit the time necessary to understand the issues considered by the Group, participate actively and respectfully in debate and genuinely commit to identifying sustainable strategic decisions on behalf of Londoners. Members are requested to attend at least 50 per cent of meetings during the year. Membership is on a voluntary basis and there is no facility to remunerate time allocated to the role.

### Agenda and minutes

Agenda items will be agreed at the end of each prior meeting. The agenda and any supporting documents will be circulated by email in advance of the meeting. Papers may be tabled pending approval of the Chair.

### Review

The Group will review its purpose, function, performance and terms of reference on an annual basis.