



London Transformation Funding Oversight Group

DRAFT Terms of Reference for Yr. 1 (FY 2018/19)

1. Context

The London Health and Care Devolution Memorandum of Understanding (MoU) includes a commitment from NHS England to delegate London's fair share of transformation funding to London from April 2018. Decisions will be taken within the forum of the London Health and Care Strategic Partnership Board (SPB). As described in the Investment Framework, the SPB will be supported by a Transformation Funding Oversight Group ("the Group"). These Terms of Reference (ToR) describe the membership, functions and accountabilities of the Group.

For FY2018/19, transformation funds are pre-committed to specific programmes/priorities. The ambition for FY2019/20 is for a more flexible transformation funding settlement. It is recognised that the role and membership of the Group will mature and develop as the two-year planning process comes to an end and the Group is able to take on more of the functions described in the Investment Framework. This document focusses on the role of the Group in FY2018/19 only, and will be updated as necessary.

2. Membership

Membership for the first year is:

- NHS England: Regional Director of Finance and Regional Chief Operating Officer¹
- NHS Improvement: One representative
- GLA: One representative
- London CCGs: One representative
- STPs: Five representatives (one representing each STP)
- London Boroughs: Two representatives
- PHE: Regional Director
- HLP: One representative
- Clinical representative: One representative²

The Group will be chaired by the Regional Finance Director for NHS England.

¹ It is likely that additional NHS England representatives will be invited to meetings to inform and participate in discussion (e.g. programme leads/SROs and Directors of Transformation).

² The representative will be the primary care clinical lead due to the scale of this funding in 2018/19.

Members can send substitutes but substitutes must have sufficient position to represent the views of their organisation/group, and to execute actions arising from the discussions. It is expected that attendees will have engaged with relevant stakeholders prior to the meeting.

All members are required to declare any professional or personal interests which may affect their contributions to the Group. Members will manage conflicts in line with the processes set out in the Strategic Partnership Board Operating Framework.

In addition to the above membership, the Group may invite additional individuals or organisations to attend meetings on an ad hoc basis, where their expertise is required to inform business.

The membership will be kept under review, and formally reviewed after 6 months.

3. Functions

Initially the focus of the group will be on ensuring that all partners are sighted on the application of transformation funding in FY2018/19, and intended benefits for Londoners. The initial meeting(s) will consist of a series of deep dives into the programmes receiving transformation funding in this financial year. This will enable a knowledge base to inform decision-making in FY2019/20.

The functions of the Group in FY2018/19 will be:

- Ensure transparency on the allocation/spending of transformation funds and attached deliverables and explicitly identify interdependencies and opportunities for greater alignment between programmes;
- Oversee progress against deliverables attaching to transformation funds, provide reports to the SPB as necessary and capture the impact of transformation funding in London;
- Work with existing governance fora to ensure that any upcoming decisions on the use of transformation funding come through the SPB³;
- Prepare recommendation reports for SPB on future decisions;
- Oversee and steer negotiation/agreement of the transformation funding settlement for London for FY2019/20;
- Building on the content of the Investment Framework, ensure arrangements in London are in place to support a more flexible transformation funding settlement in FY2019/20, including processes for decision-making. During FY2018/19, this will include making recommendations to the SPB on the approach to investment and prioritisation to be taken in FY2019/20.
- Consider transformation funding in the context of wider resources and priorities (including Better Health for London ambitions), and bring proposals back to the SPB relating to wider funding sources if appropriate.

³ During the year the SPB will need to consider whether it may be appropriate to set thresholds which delegate smaller approvals/decisions to sub-boards within the partnership London governance. Currently, it has been agreed that all decisions will come to the SPB.

4. Meetings

The Group will meet once every two months, in line with the SPB meeting schedule. Additional meetings may be called within the first few months to accommodate multiple deep dives. Meeting frequency will remain under review.

The Chair may call or members may request the chair to call an extra-ordinary meeting in urgent circumstances. The notice period in such cases shall be such as they shall specify.

Meetings will be in private.

5. Reporting/accountabilities

The Group will report directly to the SPB. It is accountable for advising and making recommendations to the SPB.

In addition, NHS England officers are required to assure the NHS England Chief Financial Officer (CFO) regarding the use of funds. The Group may be asked to prepare reports to the NHS England CFO and national team.

Annex: Members and meeting dates

1. Current members

- NHS England (London region): David Slegg (Regional Finance Director) and Khadir Meer (Regional Chief Operating Officer)
- NHS Improvement (London region): Jeff Buggle (Regional Finance Director)
- GLA: Amanda Coyle (Assistant Director, Health, Education and Youth)
- London CCGs: Andrew Eyres (Chief Officer, Lambeth and Croydon CCGs)
- STPs: NEL: Henry Black (NEL STP finance lead), Helen Pettersen (NCL STP CCG lead), Ged Curran (SWL STP Borough lead), Julie Lowe (SEL STP Chief Operating Officer), Lesley Watts, (NWL Provider lead)
- London Boroughs: Dick Sorabji (London Councils, Corporate Director Policy and Public Affairs); Grainne Siggins (Statutory Director of Children's Services and Statutory Director of Adult Social Services at Newham Council)
- PHE: Yvonne Doyle (Regional Director)
- HLP: Shaun Danielli (Director)
- Clinical Representative: Jonty Heaversedge (Primary Care Clinical Lead)

2. Meeting dates

Date	Time
4 th July	9.30-11am
25 th July	3-4.30pm
10 th September	1-2.30pm
22 nd October	2-3.30pm
10 th December	2-3.30pm
18 th February	2-3.30pm