

Living Well Area Partnership

Terms of Reference

Purpose Original:

Our purpose is to ensure that relevant local agencies work in partnership to improve the health and wellbeing of our population. The partnership will do this by delivering the service improvements, care model designs and savings opportunities identified in:

- The Health and Wellbeing Strategy
- Public Health Priorities
- The Sustainability and Transformation Plan, and
- The Better Care Fund

Principles

Living Well Area Partnerships (LWAP) will add value by working together to:

1. Understand the health and wellbeing needs and outcomes of its local populations of all ages, related to e.g. access to services, wider determinants of health, and health & wellbeing in its widest sense.
2. Make a collective impact in local areas through common ownership of shared outcomes and challenges:
 - a. balancing and joining-up clinical, prevention and community approaches,
 - b. building a powerful partnership culture based on effective, honest and open relationships.
 - c. Learning fast from innovation and pilots and sharing and applying this across the whole system
3. Ensure agreed outcomes are delivered, taking into account local relationships, local residents' needs, and differing local strengths, assets and priorities.
4. Demonstrate successful delivery through effective programme and performance management of HWBB, STP and BCF system-wide priorities and local initiatives, ideas and priorities, ensuring that decisions are made at the appropriate local level to reduce duplication and delays.
5. Focus on aligning and better using partners' "mainstream" resources.

Accountabilities

1. Improve patient experience and outcomes on the ground for local people by overseeing the adoption, design and integrated local implementation of system-wide health improvement and wellbeing priorities.
2. Provide operational leadership, and stakeholder, clinical, and professional expertise to local partner organisations to enable them to join-up and improve integration of partnership contributions to improving the health and wellbeing of our "shared people" in our "shared place".

3. Develop and own local delivery plans, adopting a programme management approach to the monitoring and reporting of local delivery progress, risks, and resident and patient benefits realisation.
4. Link to other boards & partnerships (including BCF, ICB, HWBB, PHRG, STP structures, A&E Delivery Boards, STP Delivery Boards, Children Trust Area Partnerships, Crime and Disorder Partnership) to ensure joined-up delivery.
5. Develop and oversee delivery of a local engagement and communication plan, and ensure partners get information to the right people at the right time through an effective information sharing system.
6. Provide a forum that can facilitate learning and sharing good practice about what each partner does and can do.
7. Encourage a partnership response to address gaps in service and identified need and where necessary, to minimise any associated impact.

Meeting arrangements

Notice of Meetings

Meetings of the LWAP will be convened by local Districts to arrange the venue, clerking and recording of meetings. Agenda-setting teleconference to take place each month with key partners.

Chairmanship

TBC

Meeting Frequency

Every 2 months, based on business need, including receiving a full Programme Board report every quarter.

Membership

As a minimum, the Living Well Area Partnerships will comprise Senior Officers or substitutes from:

Core Group:

Patient Representatives
 Healthwatch
 Relevant CCG Director of Transformation
 Local GP representatives or Primary Care Management Lead
 NHS Foundation Trusts (relevant to local area)
 Cambridgeshire and Peterborough NHS Foundation Trust
 Cambridgeshire County Council / Peterborough City Council
 District Council
 Public Health
 Cambridgeshire Community Services
 Pharmacists
 Community & Voluntary Sector
 STP System Delivery Unit

As required:

Police, Fire & Rescue, East of England Ambulance Trust
 Other partners as relevant.

Conflicts of Interest

Members of the LWAP will be required to declare any conflicts of interest.

Reporting / Governance

Living Well Area Partnerships are sponsored by and will report to the joint Health Care Executive / Public Service Board (HCE / PSB) on a quarterly basis. HCE / PSB will agree reports to be sent to individual Partner's governance processes and to Health & Wellbeing Boards.

Programme Management reports will be coordinated by the STP System Delivery Unit.

Status of Reports/Meeting

LWAP meetings will not be public meetings. Agendas and minutes will be published.

Impact on Other Boards

Living Well Area Partnerships will replace separate Local Health Partnership and Area Executive Partnership meetings, both of which will end.

Equality statement

Members of the Living Well Area Partnership will ensure that these terms of reference are applied in a fair and reasonable manner that does not discriminate on such grounds as race, gender, disability, sexual orientation, age, religion or belief.

Review of Terms of Reference

The Terms of Reference will be reviewed on a bi-annual basis, or sooner if required.

Approval

Author: (name and role:	
Approved by	
Date approved:	