

Cambridgeshire Executive Partnership Board (CEPB)

DRAFT Terms of Reference

1. Purpose

The purpose of the Cambridgeshire Executive Partnership Board (CEPB) is to provide whole system leadership and coordinated multi-agency oversight of health and social care service transformation for older people and vulnerable adults in Cambridgeshire..

2. Objectives

- i) In line with the Health and Wellbeing Strategy to oversee joint planning and a programme of transformation for older people and adults including mental health (14-64, 65 years +) aligning with the Partnership Strategy for Older People and other related service strategies.
- ii) Support the Health and Wellbeing Board to provide effective leadership, management and governance of the Better Care Fund.
- iii) To provide a forum for multi-agency oversight of the Older People and Adult Community Services contract, risk and financial management including development of annual plans and outcome framework revision.
- iv) To develop and oversee a joint action plan to deliver the transformation programme, and guide the work of joint integration staff.

Remit and Authority

- i) The CEPB will be responsible for the development of the joint strategy and joint transformation programme, to be agreed by the organisations represented on the Board and the Health and Wellbeing Board.
- ii) The CEPB will be accountable to the Health and Wellbeing Board and its constituent member organisations for delivery of the joint strategy and joint transformation programme and will provide regular reports on its Programme.
- iii) The Officers on the Board will be responsible for ensuring effective governance of the Better Care Fund and securing member organisation and Health and Wellbeing Board agreement to any strategic investment decisions.

3. Frequency, Structure and Administration

The CEPB will meet monthly for three months then once every two months. The agenda may be divided into 'Commissioning' and 'Plenary' sections where appropriate to manage conflicts of interest arising from participation of Providers. Administration will be provided by the joint integration staff.

4. Membership

The membership is intended to be at Executive Officer level and representatives will be invited from the following organisations:

Cambridgeshire County Council

Executive Director, Children, Families and Adult Services
Service Director, Adult Social Care
Service Director, Older People and Mental Health
Service Director, Strategy and Commissioning
Head of Service Development, Older People's Service
Public Health Consultant

Cambridgeshire & Peterborough Clinical Commissioning Group

Chief Operating Officer
4 Local Commissioning Group representatives (Clinical Leads / Local Chief Officers) – Cambridge, Isle of Ely/Wisbech, Huntingdonshire, Borderline and Peterborough
Strategic Lead for Better Care Fund
Strategic Lead for Older People

District Councils

5 District Council representatives

NHS England (as Primary Care Commissioner)

1 NHS England representative

Providers

Cambridgeshire Community Services
Lead Provider for OPACs representative
Acute Provider representatives
Cambs&P'Boro NHS Foundation Trust (CPFT) representative
Voluntary sector representative

Service User / Patient representatives

1 Healthwatch representative

Members of the Integration Team will attend meetings and provide support
Chair will rotate between the CCG and CCC.

5. Quorum

To be confirmed

6. Reporting Arrangements

The Board will be accountable to its constituent members and the Health and Wellbeing Board and will provide regular reports on its Programme (see remit and authority above).

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(Amendments made by Sue Nix and Nigel Smith)

Approved By:**Review Date:**

Please indicate Review Date