

Better Care Fund Delivery Group

Terms of Reference

Background

The Better Care programme has been established to ensure a transformation in integrated health and social care and is one of the most ambitious programmes across the NHS and Local Government to date. It creates a local single pooled budget to incentivise the NHS and local government to work more closely together around people, placing their wellbeing as the focus of health and care services, and shifting resources into social care and community services for the benefit of the people, communities and health and care systems.

The BCF is a critical part of Slough CCG two year operational plan and the five year strategic plan as well as the SBC five year plan.

Purpose of the group

The Better Care Fund Delivery Group is to drive forward the delivery of the Better Care programme.

Membership

Acting Director of Adult Social Care, Slough Borough Council
Director of Strategy and Commissioning, Slough CCG
Head of Operations, Slough CCG
Integrated Commissioner, Slough Borough Council
Corporate Policy Officer, Slough Borough Council
Public Health Consultant
Better Care Programme Manager
Chief Finance Officer, Slough CCG
Finance Manager, Slough Borough Council

Role of the delivery group

- To manage the delivery of the Better Care fund programme for Slough in line with the agreed plan, budget and timescales
- To receive and monitor monthly performance reports on key performance indicators (KPI) and take appropriate actions
- To receive and monitor reports on financial expenditure within the Pooled Budget
- To review progress in delivery and performance of projects and schemes within the programme
- To review and update the risk register for the programme and monitor risk registers from each of the projects and to escalate risks to the Joint Commissioning Board as appropriate

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2.0	Mike Wooldridge	1 October 2015	1 April 2016

- To consider new ideas and proposals for Better Care Fund activities and guide and steer development towards business cases before being presented to Joint Commissioning Board for decision.

Meetings

The Better Care Delivery Group will meet fortnightly, or as required but no less than monthly.

The quorum for the meeting shall be a minimum of four with two representatives from each of the partners. If the meeting is not quorate information can be received and discussion take place but no decisions can be made/agreed.

Key decisions over the BCF programme are made by the Joint Commissioning Board of which there are four voting members. The programme delivery group will take reports to the JCB and make recommendations for future action.

Meetings will alternate between

- i) Performance, Finance and risk monitoring (with attendance of finance officers)
- ii) Business case development and service review

Programme Delivery Group support

The programme delivery group will also invite other officers and clinicians to attend the meeting as and when required in order that they can support discussion, planning or inform decision making.

The PDG will also receive support of other officers and managers, notably in finance and performance, to provide regular, accurate and timely data in relation to spend and activity.

Governance

The programme delivery group is accountable to the Joint Commissioning Board and will report quarterly on progress on the Better Care Fund programme.

Terms of Reference for the Joint Commissioning Board are agreed and form part of the Section 75 Pooled Budget Agreement.

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