

# Northamptonshire Integrated Care Partnership (ICP) Strategy Development Board

## Terms of Reference

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The ICP Strategy Development Board (SDB) is a time limited group that will focus on the production of the ICP Strategy document only. In order to set out the ambitions for the next 5 to 10 years the development of the high level ICP Strategy will utilise the many strategies and plans already in existence from across the system. The members of the SDB are not responsible for any delivery elements included in the draft ICP Strategy. The SDB will oversee the production of the ICP Strategy as Part 1 of their function. Beyond that, Part 2 will build on the partnership working between Collaboratives and Places across the system to inform the ICP strategic direction of travel. At this point these Terms of Reference will be reviewed and updated accordingly.

### 1) Purpose

The purpose of the ICP Strategy Development Board is to:

- 1.1) Oversee the production of a high level ICP Long Term Strategy by 31<sup>st</sup> December 2022 based on the approach agreed by the ICP that focuses on improving outcomes for people, including improved health and wellbeing, supporting people to live more independent lives and reduce health inequalities.
- 1.2) Ensure the ICP Long Term Strategy is underpinned by the output from the System Outcomes Framework to include the refresh of the JSNA and the Insights data.
- 1.3) Oversee the development of a comprehensive systemwide communications and engagement plan for the launch of the ICP Long Term Strategy.
- 1.4) Oversee the delivery of the ICP Long Term Strategy Development Roadmap and associated deadlines.
- 1.5) Identify sufficient resources to support the ICP Long Term Strategy production deadline.
- 1.6) Ensure there is engagement with the development of 2 local Health and Wellbeing Strategies.
- 1.7) Ensure Place Delivery Plans are developed in line with the subsidiarity ambitions of the Strategy and the outcomes in the Strategic Outcomes Framework.
- 1.8) Ensure synergies exist between the development of the ICP Strategy and the NHSEI planning process for the two-year operational plan and the five-year strategy. The ICP Strategy should inform the development of the ICB plans.

### 2) Scope

2.1) It is a time limited group to run until the production of the final draft of the ICP Long Term Strategy is available (December 2022). The production of the draft should reflect the principles for writing the Strategy agreed by the System:

- Data and intelligence led
- Comprehensive and holistic
- Clear and transparent

**Northamptonshire Integrated Care Partnership (ICP)  
Strategy Development Board**

**Terms of Reference**

- Inclusive (as far as possible given the timescales. Further communications and engagement with wider partners will be required at delivery stage.)
- Actionable and measurable

2.2) The group is not a decision-making forum and can only make recommendations to the ICP.

### **3) Membership**

<b>Organisation/Enabler</b>	<b>Representatives</b>
Collaboratives / NGH / KGH	Karen Spellman
Collaboratives / NHFT (Community and mental health services) /	David Williams
Communication and Engagement	Dionne Mayhew
Community Pharmacy	Anne-Marie King
GP	Dr Naomi Caldwell/Dr Sanjay Gadhia
Healthwatch	Kate Holt
ICB	Bhavna Gosai Fiona Bell
NNC (Local Authority)	David Watts Ali Gilbert
Public Health	Sally Burns
VCSE	Russel Rolph
WNC (Local Authority)	Stuart Lackenby Katie Brown Julie Curtis

### **4) Meeting Arrangements**

#### **4.1) Chairing Arrangements**

The meeting will be co-chaired by North Northamptonshire Council (David Watts) and West Northamptonshire Council (Stuart Lackenby) on a rotating basis.

#### **4.2) Frequency**

Fortnightly. Thursday 08:30 to 09:30. or any other suitable date and time.

#### **4.3) Administration**

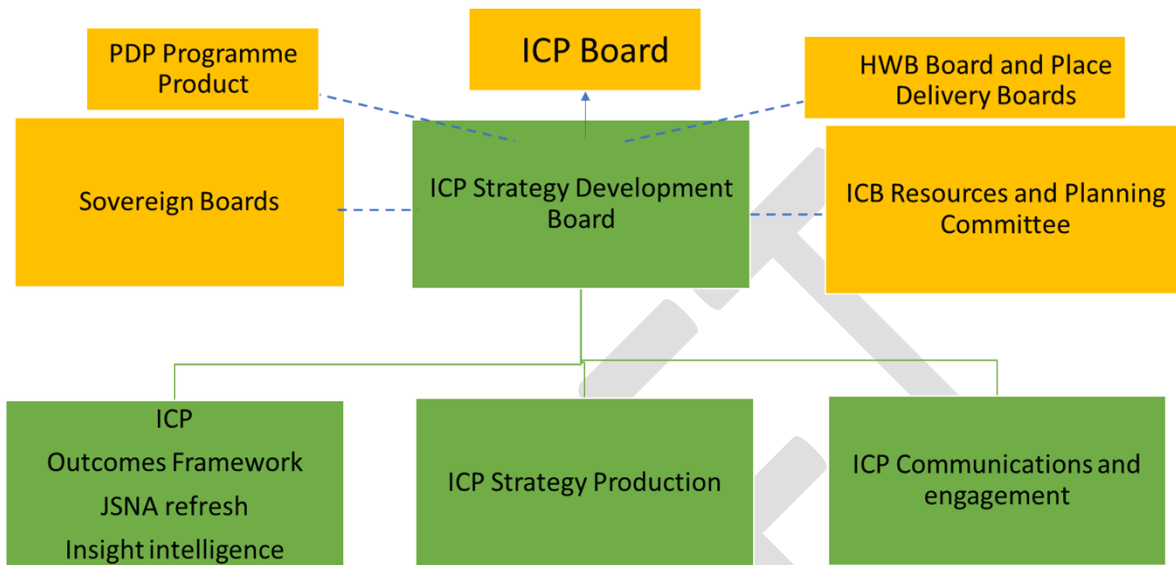
Administration support for the meeting will be provided by NCC or WNC depending on the Chair. This will include keeping the action log up to date and in real time for each meeting; producing agendas; action notes; arranging meetings; extending invitations to external experts; booking rooms (when necessary); all administration tasks to support the meeting.

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### 5) Governance and Reporting Arrangements

The following organogram sets out the governance for the ICP Strategy production and the interfaces with the wider system.



The ICP Strategy Development Board will:

- 5.1) Report directly to the ICP.
- 5.2) Seek formal approval of the final draft ICP Long Term Strategy from the ICP.
- 5.3) Share the final draft of the ICP Long Term Strategy with the Integrated Care Board (ICB).
- 5.4) During the production of the draft Strategy the two Health & Wellbeing Boards should be sighted on it at their most convenient agenda.

### 6) Review

These Terms of Reference will be reviewed bi-monthly to ensure they are fit for purpose.