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HEALTH AND CARE TRANSFORMATION BOARD

TERMS OF REFERENCE

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1 INTRODUCTION

- 1.1 Following Tynwald's approval of the Treasury Minister's motion on 16 January 2018, the Council of Ministers commissioned Sir Jonathan Michael to chair an independent review of health and social care on the Island.
- 1.2 In April 2019 the review's final report ([GD 2019/0021](#)) was completed and submitted to the Council of Ministers. The review's final report included a package of 26 recommendations to be implemented in order to achieve a financially and clinically sustainable, high quality health and care system for the Isle of Man.
- 1.3 The Council of Ministers was in agreement with the findings of the final report and sought Tynwald approval for the package of recommendations to be accepted and implemented ([GD 2019/022](#)).
- 1.4 On 21 May 2019, Tynwald voted unanimously to accept the package of recommendations and required the Council of Ministers to implement it.
- 1.5 On 23 May 2019, the Council of Ministers issued a mandate to the DHSC, the Treasury and the Cabinet Office to ensure implementation of the review's final report's package of recommendations, led by the Chief Secretary, including the formation of a Health and Care Transformation Political Board (Council of Ministers minute 396/19 refers).
- 1.6 On 23 May 2019, the Health and Care Transformation Political Board agreed to the proposed Transformation Programme high-level programme architecture and governance structure, including the formation of a Transformation Board.

2 CONSTITUTION

- 2.1 Transformation of the Isle of Man's health and care system is a matter of national importance and is required in order to achieve the Government Strategic Objectives.
- 2.2 A Health and Care Transformation Board ("the Board") is required to provide general programme oversight and monitoring of the implementation of the package of recommendations included in GD 2019/0021 through a Health and Care Transformation Programme ("the Transformation Programme"), which will be consistent with the principle that patients and service users are fully engaged in, and at the centre of, all aspects of planning and delivery of health and social care services.
- 2.3 The Board will support the Chief Secretary with the Chief Secretary's responsibility for the Transformation Programme and accountability to the Council of Ministers for its delivery.

3 MEMBERSHIP

- 3.1 The Board will consist of the Chief Secretary (Chair), the Chief Executive Officer of the Department of Health and Social Care, the Chief Financial Officer of the Treasury, the Chief Executive Officer of Manx Care and the Co-Leads of the Health and Care Transformation Programme – these will be the members of the Board.
- 3.2 The Board will have the advice and support of the Independent Clinical/Professional Adviser, Vice-Chair of the Clinical/Professional Transformation Panel, Executive Director of Legal Services, the Executive Director for Human Resources and the Head of Corporate Communications.

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- 3.3 The Board will be supported by additional staff or advisers on an ad-hoc basis as required.
- 3.4 The Secretary of the Board will be from the Transformation Programme Management Office.
- 3.5 The quorum of the Board will be two and must include senior leadership representation from the Cabinet Office. Members from the Cabinet Office, Department of Health and Social Care, the Treasury and Manx Care may empower deputies to attend on their behalf.

4 MEETINGS AND MINUTES

- 4.1 Meetings will take place on a monthly basis.
- 4.2 Minutes will be issued in accordance with the minute taking guidance issued by the Cabinet Office.

5 AUTHORITY

- 5.1 The Board will support the Chief Secretary in leading the Transformation Programme in accordance with the package of recommendations outlined in GD 2019/0021 by providing advice, assistance and making decisions as required on operational matters.
- 5.2 The Board will support the Chief Secretary in ensuring that any additional actions required in order to achieve these recommendations in accordance with the principles contained in GD 2019/0021 are undertaken and to secure the Isle of Man Government and external resources required in order to do so.
- 5.3 The Board will support the Chief Secretary in overseeing the delivery of the Transformation Programme via the Transformation Programme Management Office within the Cabinet Office.

6 REMIT

- 6.1 The Board will be responsible for general oversight of the Transformation Programme.
- 6.2 The Board will oversee the programme structure, processes and plans for the Transformation Programme Management Office and projects.
- 6.3 The Board will support the Transformation Programme Management Office and projects in accessing the resources required to transform the health and care system, including in relation to Human Resources and finances.
- 6.4 The Board will monitor the progress of the Transformation Programme through reporting from the Transformation Programme Management Office, including Key Performance Indicators and use of resources, and the Chief Secretary will hold the Co-Leads of the Health and Care Transformation Programme to account for performance.
- 6.5 The Board will develop and ensure collaborative working within and outside the Public Services throughout the course of the Transformation Programme.
- 6.6 The Board will moderate issues or obstructions to the transformation as required by the Transformation Programme Management Office.

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7. METHODOLOGY

The Board will support and oversee the Transformation Programme to ensure that it takes place in accordance with Tynwald approved GD 2019/0022.

8. OUTPUTS

- 8.1 The Board will support the Transformation Political Board ("the Political Board") through management of operational matters and decision and ensure accurate, regular reporting on the progress of the Transformation Programme.
- 8.2 The Political Board ensure the Council of Ministers receive a report on a minimum quarterly basis from the Transformation Programme Management Office.
- 8.3 The Council of Ministers will ensure an annual report is submitted to Tynwald, and published, on an annual basis from the Transformation Programme Management Office following review and reporting from the Political Board.

TIMESCALES

The Board will be in place until the Transformation Programme is completed.