

Engagement Assurance Committee Public members' role outline September 2022

1. Background

South East London Integrated Care Board is seeking to recruit public members for its Engagement Assurance Committee to fill the current vacancies from Bexley, Bromley and Southwark. As we are at the start of our journey as Integrated Care System in south east London and as such, we are building on learning and experience from the former South East London Clinical Commissioning Group (CCG) Engagement Assurance Committee. The public members brings knowledge of the boroughs and their diverse communities as well as ideas on the best ways to engage across these communities. Members use their experience to review and assess engagement plans and delivery of engagement.

At the last meeting of the CCG's Engagement Assurance Committee we agreed to extend the term of office of the former public members of the South East London CCG Engagement Assurance Committee to the newly formed Integrated Care Board Engagement Assurance Committee (EAC) to ensure continuity of our approach. When appointed in September and October 2020 all public members of CCG EAC were appointed following an open recruitment process.

2. South East London Integrated Care System

The Integrated Care System was established on 1 July 2022 following national legislation. The South East London Integrated Care System is a partnership which brings together organisations that deliver health and care services in south east London. The ICS aims to improve health outcomes, tackle inequalities, experiences, and access to services. SEL ICS aims to enhance productivity and value for money and help the NHS to support broader social and economic development. We have committed to working together, combining our staff and resources, and making the best use of our funding to improve the health and wellbeing of our communities.

The Integrated Care Board (ICB) is a statutory organisation also established on 1 July 2022 bringing together partners involved in providing and planning services and whose responsibility is to develop plans and allocate resources to deliver the ICS strategy.

3. ICS Engagement Assurance Committee

The Integrated Care System has set out an ambition of [working in genuine partnership with the people and communities of south east London](#) to support better strategic decision making, better allocation of resource and to better plan services.

The purpose of the committee is to receive reports to monitor and provide assurance to the ICB, via the Clinical and Care Professional Leadership Board (CCPLB)

- that system wide projects and programmes are working with people and communities to make decisions,
- ICS set direction and priorities ensuring best practice and [legal duties are met](#).

Members of the committee will need to read, consider and comment on engagement plans and reports, ensuring that there has been engagement with people from different communities across south east London. This includes people from Black, Asian and minority ethnic communities, people with disabilities, mental health needs and people from the (lesbian, gay, bisexual, transgender, questioning (LGBTQ) community to ensure that the ICS pays due regard to the [Equality Act 2010](#) and the statutory guidance for Working with People and Communities and working closely with the Equality Diversity and Inclusion Committee and the Population Health Management Group.

The full terms of reference can be read on [ICS's website](#). Please note the terms of reference are still draft until they are agreed at the first meeting of the Engagement Assurance Committee and then approved by the Clinical and Care Professional Leadership Board (CCPLB).

4. Membership of the Engagement Assurance Committee

The voting membership include:

- The Clinical and Care Professional Lead for patient and public engagement (Chair)
- ICB non executive director (Deputy chair)
- Chief of Staff, ICB
- Chief Medical Officer, ICB
- South East London Healthwatch representative
- Two local people from each borough (Bexley, Bromley, Greenwich, Lambeth, Lewisham, Southwark)
- Representation from the following system partners (specific postholders to be identified and agreed): Local authorities, Trusts, Voluntary, community and social enterprise sector

5. Public member role

South East London Integrated Care Board is seeking to recruit Public Members for its Engagement Assurance Committee to fill the current vacancies from **Bexley, Bromley and Southwark**. The public members have an important role in contributing to provide assurance on engagement in projects and programmes which are carried out on behalf of the system.

You can find more information about the application process on [Become an Engagement Assurance Committee Public Member page](#). Currently we have the following public members vacancies:

- Bexley - 1 member
- Bromley – 1 member
- Southwark – 2 members

The member of the public roles are not paid roles but agreed reasonable expenses will be able to be claimed. Benefits of being a public member include developing a range of skills and experience and access to development and support which could be included in your CV.

5.1. Skills

- Ability to speak in a formal group / meeting and be able to constructively challenge and put forward alternative views
- Ability to work with a range of people including those at a senior management level
- Ability to understand and assess a range of information and data, such as formal reports, graphs, charts and financial information, with support
- Be able to demonstrate integrity, good judgement and objectivity
- Be able to demonstrate an understanding and commitment to equality, diversity and inclusion

5.2. Knowledge

- Knowledge of different ways of engaging with local people
- Knowledge of at least the borough that they are living in and its communities (ie Bexley, Bromley or Southwark)

5.3. Experience

- Lives, uses health services, volunteers or works in one of the following south east London boroughs (ie Bexley, Bromley or Southwark)
- Previous experience of representing the views of others - either within health care or other areas such as school, college or housing

The public members roles are offered for either one year or two years with an option of extension. We anticipate the role to require the equivalent of a one day a month

for reading papers and attending meetings, with the possibility of more time for development and support.

Papers for meetings will be distributed at least a week before the meeting and published on the website. On occasion there may be sensitive or confidential items to discuss and the chair will determine how these items are handled.

5.4. Support and development

The committee will meet every other month for either two or three hours. It is anticipated that these meetings will be on-line using MS Teams for the foreseeable future. Meetings are likely to alternate between daytime and evening meetings depending on members' other commitments. As face to face meetings begin to start again, we intend to offer the opportunity to continue offering the option of taking part on-line to minimise travel for members.

The ICS is committed to supporting and developing members of the committee. ICS will offer:

- telephone or video conversations with anyone interested in finding out more about the role
- an introductory on-line meeting for all people expressing an interest in the public roles so people interested in the roles can find out more information about the role, ask questions and meet key people.
- develop an induction pack for all members of the committee
- provide further development and support as required to support members, as individuals and as a group, to develop the skills required to fulfil the role and will further discuss this with new members.
- link members into relevant training put on by partner organisations such as NHS England and Improvement (NHSE&I).

5.5. Benefits

Being a member of the committee will provide a range of benefits which could be added to your CV including:

- Understanding how the ICS and wider the NHS work
- Understanding of the wider communities across south east London and issues they face
- Access to training and support
- Developing skills and knowledge in developing and promoting patient and public involvement
- Understanding and experience of working on a committee