



Herefordshire Compact Code Implementation Group (CCIG)

TERMS OF REFERENCE

1. Purpose

The responsibility for the implementation of the Code of Good Practice for Funding and Procurement lies jointly with The Alliance, Herefordshire Council and Herefordshire Primary Care Trust.

The Herefordshire Compact Code Implementation Group (CCIG) will oversee the implementation and delivery of the Herefordshire Compact Code of Good Practice for Funding and Procurement by April 2007.

2. Decision-making and Accountability

The Herefordshire Compact Code Implementation Group is the decision-making body for the implementation of the Compact Code of Good Practice on Funding and Procurement. It will be accountable to the Health and Care Partnership through the Joint Health and Care Commissioning Group.

3. Functions

- a) **Promotion of the Compact:** To promote the Compact within the signatory organisations represented on the group and with other partner agencies.
- b) **Implement the Compact Codes:** To ensure that undertakings contained within the Compact Code are delivered on time.
- c) **Monitoring:** To ensure that implementation of the Compact Code delivers consistent practices.
- d) **Resources:** To deploy all available resources to signatories of the Compact Code to ensure effective delivery of the undertakings made.
- e) **Development of the Compact:** To publish a Compact Code of Best Practice for Policy Development, Service Design and Consultation by April 2007.
- f) **Resolution of Conflicts and Disagreements:** To put in place a Compact Mediation Group to resolve areas of conflict or disagreement related to the implementation of the Code.
- g) **Summary Report:** To compile and submit a summary report to the Compact Working Group.



The Alliance



Herefordshire
Primary Care Trust



Compact
working together better together

4. Membership

Membership will be drawn from all signatories to the Herefordshire Compact, these may be designated as 'Compact Champions'.

A named deputy will be delegated to attend on a member's behalf, if that member is unable to attend a meeting, in order that the business of the group can be progressed.

5. Members' Responsibilities

Members of the group will undertake to:

- a) Attend meetings regularly.
- b) Feed information back to the organisation(s) they represent, and any relevant partnerships of which they are a member.
- c) Seek the views of the organisation(s) they represent, in order to represent those views at the Compact Code Implementation Group.
- d) Negotiate and obtain the authority to ensure full implementation of the Code within their organisations.

6. Meetings

The group will set an appropriate meeting schedule to achieve the work programme.

The group will meet monthly in the first instance to achieve the work programme.

Andrew Nash has been appointed as Chair.

7. Voting

In the event of unresolved disputes within the group the full membership will be balloted on the issue in question.