

TERMS OF REFERENCE

CHRONIC CONDITIONS MANAGEMENT FOCUS GROUP

1 Purpose

- 1.1 To raise the profile of voluntary and community groups who provide support services for those with chronic conditions in Merthyr Tydfil and Rhondda Cynon Taff
- 1.2 To receive information on local and national strategies (including the Health, Social Care & Well-Being Strategy) and relevant commissioning arrangements
- 1.3 To discuss and debate issues which will be fed back to statutory partners, to influence service implementation plans and commissioning arrangements.
- 1.4 Work collaboratively on issues of collective unmet need.

2 Membership

- 2.1 Membership shall be open to voluntary / community groups who provide services to, or support those with chronic conditions in the community.
- 2.2 Members of statutory agencies may be co-opted onto the group in the interests of partnership working and influencing the agenda.
- 2.3 Other individuals will be co-opted as appropriate to the agenda.

3 Accountability

- 3.1 The group shall be responsible to the Merthyr Tydfil Health & Social Care Forum and a progress report / verbal update will be submitted for each meeting of the Forum.

4 Meetings

Meetings shall be held bi-monthly / quarterly.

5 Chair, Vice-Chair

- 5.1 The group will appoint a Chair and Vice Chair from its membership on an annual basis.
- 5.2 The Chair or Vice Chair is responsible for reporting back to the Health & Social Care Forum.
- 5.3 The Focus Group accept a revolving Chair for 2009 meetings, elected by Group members.

6 Secretariat

- 6.1 VAMT / Interlink will convene meetings of the Focus Group and provide administrative support.

7 Review and Evaluation

The Focus Group shall review the terms of reference annually.

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