

Term of Reference: Joint Leaders Group

<p>Role and purpose</p>	<p>The Joint Leaders Group (JLG) will:</p> <ul style="list-style-type: none"> • provide collective leadership of the progress of the overall reform programme • identify and manage risk to ensure effective delivery of reform outcomes
<p>Scope</p>	<ul style="list-style-type: none"> • Reform work programmes of Manatū Hauora, Te Whatu Ora, Te Aka Whai Ora, Whaikaha and any joint work programmes. <p>This may include, but is not limited to, the following matters:</p> <ul style="list-style-type: none"> • Delivery of the reform agenda and progress to achieving the system shifts as envisaged by the Government • Embedding Te Tiriti o Waitangi across the health sector • Reform programme benefits realisation • Reform communications and engagement • System leadership mechanisms to formalise collective leadership • System and agency operating models and entity establishment • Development of health strategies • Residual functions transfer and service level agreements between agencies
<p>Term</p>	<p>The Terms of Reference are effective from 1 July 2023 to 30 June 2024.</p> <p>The arrangements can be reviewed at any time on agreement from the JLG.</p>
<p>Membership</p>	<p>The Joint Leaders Group will comprise:</p> <p>Members</p> <ul style="list-style-type: none"> • Director-General of Health, Manatū Hauora • Chief Executive, Te Whatu Ora • Chief Executive, Te Aka Whai Ora • Chief Executive, Whaikaha (standing invitation) <p>Attendees</p> <ul style="list-style-type: none"> • Members of the Reform Working Group (as required) <p>Invitees</p> <p>As required for specific agenda items</p>
<p>Chair</p>	<ul style="list-style-type: none"> • Director-General of Health, Manatū Hauora

Roles and responsibilities	<ul style="list-style-type: none"> • To provide a collective view of the progress and success of the overall reform programme • To ensure effective and timely reform outcomes including by identifying and managing risks • To use monitoring data, evaluation findings and insights to inform decision making and steering the system. • To agree how to progress health system priorities. • To work together to create one system ethos. • To consider reform related assurance findings and observations
Decisions	<ul style="list-style-type: none"> • There is an expectation that papers are presented for decision by the JLG and therefore have specific recommendations defined to the JLG to note, consider, discuss, endorse or agree. • Decisions will be made by consensus (i.e., members are satisfied with the decision even though it may not be their preferred choice) • The Chair may make a decision on process matters to progress delivery where unanimous decision is not able to be reached • Some decisions relate to decisions that must be made by a Board or Minister. This type of decision must be highlighted at the time it is considered by JLG and agreement reached on how it is to be progressed (for example endorsing to be agreed by a Board or Minister)
Meetings	<ul style="list-style-type: none"> • There will be a quorum of two members plus a delegate from the agency where the Director-General/Chief Executive is an apology. (Note: the quorum excludes the Chief Executive, Whaikaha) • The System Reform Integration Office will provide secretariat and administrative support for the JLG. This includes: <ul style="list-style-type: none"> ○ preparing meeting agenda in co-ordination with the Reform Working Group ○ collating and distributing supporting papers ○ prepare meeting notes, action and decision logs • Agendas and papers will be distributed two days before the meeting • Meetings will be held fortnightly for one hour, in person and via Teams • The Chair may request further meeting time for matters requiring detailed discussion and consideration