

Medical Leaders Professional Forum

Terms of Reference

Role of the Forum

1. The Forum will test where there is a reasonable consensus and provide a single voice for issues where there is a widely held professional view, but it does not easily fit in a single organisation.
2. The Forum's role is to provide a representative view and identify a consensus (or lack of it), not advocacy.
3. The Forum is an advisory function. It is not a decision making body and does not supersede decisions made by organisations with responsibility for an area.
4. The Forum could advise the UK CMOs, national medical directors, medical royal colleges, ministers or arm's length bodies.
5. The Forum may choose to make public statements on issues within its remit, but there is no expectation on them to do so.
6. A perspective will not be adopted unless agreed by at least two thirds of the Forum, and if after discussion there is a range of opinion this should be stated. There will be important issues where there is not a common position between parts of the profession, and this is useful to know and reflect accurately.

Remit

7. The Forum encourages the sharing and testing of views of senior doctors and where relevant generating an agreed expert opinion on key topics. It seeks only to provide a medical view and perspective.

8. The remit of the Forum covers matters of professional medical and clinical opinion relating to
 - Health and care policy, practice and delivery
 - Clinical issues and developments to optimise patient care
 - The shape, training and education of the medical workforce to meet future needs
 - Supporting doctors
 - The development and future of the medical profession
9. The Forum will not consider or comment on issues either in or beyond healthcare where doctors do not have responsibility. This includes contracts of employment, terms and conditions or pay for doctors, nor the domain of other healthcare professionals including nursing and allied health professions.
10. The Forum has no executive powers. Its statements do not bind the organisations or its members to a particular policy and it has no authority to mandate its members to pursue or promote any particular view agreed by the Forum.

Membership

11. Members must all be licensed medical or public health practitioners in roles which make them responsible as part of the collective leadership of the profession.
12. The initial membership will be:
 - Chief Medical Officer for England
 - Chair of the Academy of Medical Royal Colleges
 - Chief Executive of UK Health Security Agency
 - Surgeon-General of Ministry of Defence.
 - National Medical Director of NHS England
 - Medical Director of Health Education England
 - Chair of the General Medical Council
 - President of the Royal College of Physicians
 - President of the Royal College of Surgeons
 - Chair of the Royal College of GPs
 - President of the Academy of Medical Science

13. A named deputy may attend in their place but only by exception and with the agreement of the Chairs.
14. The meetings will be jointly chaired by CMO England and the Chair of the Academy of Medical Royal Colleges
15. Other medical professionals may be invited for specific meetings or items.
16. In agreement with the CMOs of Wales, Scotland and Northern Ireland, the Forum will primarily be England focused. However, there will be occasions when topics cover the four nations. The UK CMOs will receive all papers and the option to join a meeting if they wish.
17. Membership will be renewed on an annual basis. Members are not expected to seek authorisation or agreement of positions from their organisations prior to making a view in the Forum. The views of the Forum do not, therefore, have to align with policy positions of members' organisations.

Governance

18. The Secretariat for the Forum will be provided by the Academy of Medical Royal Colleges/CMO office.
19. The Forum will meet at least three times a year with ad hoc meetings as determined by members.
20. Any member may submit items for the agenda which will then be agreed by the Chair and secretariat.
21. Membership, terms of reference and action points will be published.