

Bexley, Greenwich and Lewisham Urgent Care Network

Terms of Reference

1. Purpose

To work collaboratively across the Bexley, Greenwich and Lewisham health and social care system to develop Urgent Care services which support the delivery of high quality, safe and clinically effective care which meets the needs of local people and of others accessing local Urgent Care Services. The Urgent Care Network will focus on strategic issues which affect the long term development of urgent care systems. The Network will bring together the Greenwich and Bexley Urgent Care Working Group and the Lewisham Urgent Care Working Group to provide a forum to discuss issues which affect a provider in their entirety and/or multiple borough populations. The Network will also address performance and contractual issues as they arise, and will be the body that provides assurance to NHS England on matters or urgent care relating to services within its geographic area.

2. Responsibilities

The Urgent Care Network will;

- Be the accountable body for assurance related to performance of the urgent care systems within Bexley, Greenwich and Lewisham
- Provide a forum for discussion of strategic issues related to changes in service configuration, delivery or mode of operation
- Provide a route of escalation for issues from local Urgent Care Working Groups
- Bring together lead and 'super' commissioners of key providers to discuss performance and activity across all sites
- Consider requests for, and disbursements of, finance related to extraordinary pressures (e.g. winter monies)
- Ensure robust partnership and collaborative working between both providers and commissioners
- Set the vision of urgent care services in line with local commissioning intentions and national guidance
- Consider any changes to existing treatment pathways spanning more than one site, provider or Urgent Care Working Group
- Discuss changes to the model of care or capacity of a provider which would have impact on urgent care. This would include the wider implications for performance, activity or patient flows.

Out of Scope

Local operational issues should be taken forward through either the Greenwich and Bexley Urgent Care Working Group or Lewisham Urgent Care Working Group. Strategic issues which cover providers or commissioners outside of the Bexley, Greenwich and Lewisham Urgent Care Network should be taken to the SE London Urgent Care System Assurance Group.

3. Membership

The membership will be in two parts, the wider membership which will meet on a quarterly basis in workshop format. A small planning group will be responsible for planning the workshops and responding to NHSE if required. The planning group will meet as and when required.

Wider Membership for regular Workshops

- Social Care
- UCC Provider (if different from acute/community provider)
- London Ambulance Service Trust/111
- Out of Hours Provider
- NHS England Area Team Primary Care lead
- NHS England Local Area Team
- Healthwatch
- Pharmacy
- Children's Services
- Dental Services
- Education Authorities
- Independent Sector i.e. care homes and voluntary sector
- Police and Fire services
- Other appropriate networks/collaborative leads
- Mental Health Trust
- Community Services Provider

Planning Group

Role	Bexley	Greenwich	Lewisham
Chair	Sarah Blow		
CCG lead	Sarah Valentine	Simon Hall	Martin Wilkinson
L&G Trust	Claire Champion		
CSU	BGL Customer lead TBA		
SEL Urgent Care Lead	David Smith		
BGL Urgent Care Lead	Tom Bunting		
NHSE PC	Gary Beard or Sharon Fenandez		

4. Chairing and meetings

- The chairing of the Bexley, Greenwich and Lewisham Urgent Care Network will be performed by CCGs with Sarah Blow the current designated chair
- Administrative support will be provided by participating CCGs
- The wider network will meet at least twice and up to 4 times per year
- The Planning group will meet as and when required
- The Chair may request additional meetings, and form task and finish sub groups as necessary
- A quorum of 4 members must be present to constitute a valid meeting
- The agenda and papers will be circulated to Members at least 5 working days prior to the

meeting

- The minutes of the meeting will be agreed at the next meeting

5. Accountability and reporting arrangements

The Greenwich and Bexley Urgent Care Working Group and the Lewisham Urgent Care Working Group will be accountable through its individual Members to the Boards and Governing Bodies of the individual organisations represented. The Bexley, Greenwich and Lewisham Network will report in to the SE London Urgent Care System Assurance Group. The Urgent Care Network will provide assurance to NHS England on matters related to urgent care including, but not limited to, performance against the 4 hour A&E standard.

6. Expectations of Members

- Work constructively to help produce strategies to improve urgent care services for patients
- Work closely with other Urgent Care Network representatives
- Ensure that the member organisation adopts a patient centred and whole systems approach
- Fully engage all constituent organisations
- Ensure that developments reflect appropriate national strategy and policy
- Core members should designate a deputy in the likely event of being unable to attend a meeting
- Core members should designate a Senior Level representative with oversight of performance as well as high level strategic plans for their respective organisations
- Work streams agreed through the Network to be led by individual members will report back to Urgent Care Network meetings
- Make available information to support understanding and monitoring of the networks agreed objectives

7. Authority

- The Urgent Care Network is authorised to require the provision of such information and access to such personnel, as it is required to discharge its duties/responsibilities
- The Urgent Care Network is authorised to take outside professional advice as appropriate in particular to make external comparisons