TERMS OF REFERENCE

SIX GOALS FOR URGENT & EMERGENCY CARE

NATIONAL PROGRAMME MANAGEMENT NETWORK

1. Introduction / Purpose

The National Programme Management Network will establish a professional learning & supportive environment. The Network will bring together the Programme & Project management offices (PMOs) of National Programmes and NHS Organisations, who are leading on the delivery of the Six Goals for Urgent & Emergency Care.

The purpose of the Network is to align existing reporting information, avoid duplication and enable the Six Goals Board to have oversight on the progress towards achieving the Six Goals for Urgent & Emergency Care.

This group does not seek to replace any existing programme management and/or governance arrangements across the National Programmes only to coordinate and align reporting to the Six Goal Board.

2. Background

The NHS Wales Executive Board resolved at its meeting in May 2021 to set up a National Steering Board to oversee National programmes intended to support delivery of the Six Goals for Urgent and Emergency care.

The Six Policy Goals Board will act as a 'portfolio' Board for a range of national programmes and enabling work-streams intended to enable Health Boards, NHS Trusts and Regional Partnership Boards to deliver the Welsh Government's Six Policy Goals for Urgent and Emergency Care.

As a portfolio Board, the Six Policy Goals Board will seek to coordinate structures to support achievement of the Six Policy Goals for Urgent and Emergency Care. by ensuring the optimal prioritisation of resources to align with the strategic intent and achieve best value.

Diagram 1 – the six goals for urgent and emergency care

The Six Policy Goals Board, will oversee, provide a steer to and/or seek assurance from leaders of National programmes, work-streams, projects and transformational activities to support the system to deliver the six goals for urgent and emergency care. This will include:

- 24/7 urgent primary care work-stream of the Strategic Programme for Primary Care
- NHS 111 Wales programme
- Urgent Secondary Care Improvement Programme
- Optimal Hospital Flow and 'Home first' programme

Four enabling work-streams will also report into the Six Goals Board:

1. Digital change, Informatics, and Technology in Urgent and Emergency Care
2. Workforce Training and Development in Urgent and Emergency Care
3. Measurement for Improvement in Urgent and Emergency Care
4. Behaviour Change, Communications and Marketing Group

3. Key Objectives

The National Programme Management Network will work together to:

- Align existing reporting information to provide the Six Goals Board with 'one version of the truth'
- Avoid duplication and ensure consistency of reporting on programme deliverables, outcomes, and metrics
- Co-ordinate reports & information for Programmes, Projects, and work streams across the National portfolio
- Gain clarity on and understanding of governance arrangements for respective programmes, including key dates for reports & decision making
- Create working groups (as required) to develop key products for the Six Goals Board (*E.G: designing MS Project framework/ Dashboard*)

3. Delegated Powers and Authority

The National Programme Management Network is authorised to:

- Make recommendations to the Six Goals Integration Group on Programme Management arrangements for the Six Goals Programme

4. Task & Finish Groups

The National Programme Management Network may establish Task & Finish Groups, if required, to achieve the work stream objectives.

5. Membership

The Membership of the National Programme Management Network should consist of a variety of experts within their field with representation from Health Boards & Trusts, National Organisations, and other key stakeholders as appropriate:

Organisation	Name / Title
National Collaborative Commissioning Unit (NCCU)	Nicola Bowen
	Jonathan David Jones
Health Education & Improvement (HEIW)	Lisa Bassett
NHS 111 Wales	Alexander Vaughan-Morris
Strategic Programme for Primary Care (SPPC)	Iris Wilmshurst (**BCUHB**)
	Jane Daly (**ABUHB**)
	Raylene Roper (**ABUHB**)
Delivery Unit	TBC

Nicola Bowen, Assistant Director – National Collaborative Commissioning Unit (NCCU), will chair the National Programme Management Network. In the absence of the Chair, Jonathan David Jones will chair the group.

Other officers may be invited to attend as and when the agenda requires.

6. Meetings

Meetings shall be held on a fortnightly basis and will be revised after six months.

7. Reporting and Assurance Arrangements

The Chair of the National Programme Management Network shall:

- Provide the link between the National Programme Managers Network & the Six Goals Integration Group.

8. Review

FOR ANNUAL REVIEW
Date of approval: TBC 2022   Next review due: TBC 2023