

**South West Acute Hospital
SWAH Strategic Development Group (SDG)**

TERMS OF REFERENCE

August 2023



WESTERN HEALTH & SOCIAL SERVICES TRUST

SWAH Strategic Development Group

(for South West Acute Hospital)

1. PURPOSE OF GROUP

To operate as a collaborative grouping of senior influencers and stakeholders, whose shared purpose is to support the long term sustainability and development of SWAH as an acute hospital, and who will act as a Strategic Think Tank & Advisory Group to the Western Trust Corporate Management Team and the Western Health & Social Care Trust Board to this end.

2. MEMBERSHIP OF STRATEGIC DEVELOPMENT GROUP

This SWAH Strategic Development Group Membership is set out below.

Role	Name of Member
Chief Executive (Joint-Chair)	Neil Guckian
Trust Board Non-Executive Director (Joint-Chair)	Judi McGaffin
Department of Health - Deputy Secretary, Healthcare Policy Group	Jim Wilkinson
Department of Health – Director of Hospital Services	Dr Tomas Adell
Medical Director	Dr Brendan Lavery
Director of Planned Care (with overall responsibility for SWAH and Omagh HPCC)	Mark Gillespie
Director of Performance & Service Improvement	Teresa Molloy
Director Unscheduled Care, Cancer, Diagnostics & Medicine	Geraldine McKay
Director of Nursing	Donna Keenan
Deputy Medical Director	Prof Ronan O’Hare
Divisional Clinical Director of Medicine (Southern sector)	Prof Monica Monaghan
Asst Director of Operations SWAH & Omagh H&PCC	Elizabeth Campbell
Asst Director of Nursing SWAH & Omagh H&PCC	Carol Reid
Clinical Consultant Lead Integrated Care Southern Sector, Primary Care and Older People's Services	Dr Mark Roberts
Head of Corporate Communications	Oliver Kelly
Public Affairs/Relations, SPOC MLAs, MPs; lead on SWAH All Party Group	Chris Curran
South West GP Federation Chair	Dr Laura McDonnell
Independent Expert Health Advisor	Prof Mark Taylor
Independent Expert Health Advisor, Director of Public Health, PHA	Dr Joanne McClean
Fermanagh & Omagh District Council, Council Chair & Chief Executive	Cllr Thomas O’Reilly and Alison McCullagh
Independent Community Stakeholder 1	Bernie McCrory
Independent Community Stakeholder 2	Jenny Irvine
Service User Representative	Dinah Shortt

If a member is unavailable for a meeting then they should nominate someone who can deputise at the meeting.

3. QUORUM

The group will be deemed quorate when the Chair and at least 50% of members are present.

4. FREQUENCY OF MEETINGS

The group will meet bi-monthly, 6 times per year. Meetings to be scheduled on the 3rd Thursday of each month. Six Meetings per year. The group may meet more often where there is an identified need with agreement of both co-chairs.

5. RECORD OF MEETINGS

The Secretariat for the Group will be provided by the Directorate of Planned Care (or by Hospital senior Manager office)

Papers will be issued one week in advance of a meeting unless otherwise agreed by the Joint Chairs. A record of all meetings shall be formally recorded and made available to each member as soon as possible after each meeting, but no later than 2 weeks after each meeting. Responsibility for any action required shall be clearly defined within the meeting record.

6. ACCOUNTABILITY AND REPORTING OF THE SDB

The Group will be sponsored by the Chair of the Western Trust Board, and be accountable to the Trust Board. The Group will provide reports on a regular basis to the Trust's Corporate Management Team, and to Trust Board periodically as agreed with the chair of Trust Board.

7. ROLE AND RESPONSIBILITIES OF THE SDB

- To provide expert opinion and strategic guidance on the developing model of service provision at the SWAH, within the context of the strategic planning of healthcare provision in NI
- To understand the vulnerabilities in service provision at SWAH and support new thinking on solutions at a local and regional level.
- To sponsor Task and Finish workgroups on identified projects or areas of interest and importance to the work of the Group, which will inform Strategic Direction & Developments on the model of future service provision at SWAH
- To identify opportunities for the strategic development of SWAH, and work collaboratively to underpin the long term future of SWAH as an Acute Hospital.
- To look at new ways and consider the development of recruitment and retention of workforce for SWAH

- To advise on and support the development of proposals to deliver long term sustainability¹ for the hospital which also supports the wider Local Health Economy and delivers patient benefit locally and regionally.
- To provide expert opinion and guidance in respect of wider NI HSC hospital reconfiguration which emerges, and the positioning of SWAH within the context of these strategic changes.
- Engage both internally and externally at community level to consider local opinion and ensure it is considered in service developments/changes for SWAH going forward.
 - Establishment of a Staff Engagement Forum
 - Consider the establishment of a Community Engagement Forum
- To support the Trust by advising on communication, engagement, relations, involvement and co-production processes to ensure that open and transparent information and announcements in respect of SWAH are provided to staff, all identified key stakeholders and the public.
- To consider papers on strategic opportunities for development of the hospital from the following groups:
 - Director of Planned Care
 - Director of Diagnostics, Cancer and medical specialties
 - Director of Community Care
 - South West Acute Hospital HMT
 - Staff Engagement Forum for SWAH
 - Area Integrated Partnership Board
 - SWAH All Party Group
 - This list to be reviewed ongoing and given further consideration by the SDG.

8. REVIEW OF TERMS OF REFERENCE

The Terms of Reference will be reviewed annually to ensure arrangements meet current and ongoing requirements and if necessary, more frequently, to ensure that they continue to reflect the roles and responsibilities of the Group and its members.
