



Sexual Health Network

Terms of Reference

1. Name

The name of the group shall be "Sexual Health Network". For the purpose of this document the "Sexual Health Network" will hereafter be referred to as the "Network".

2. Introduction

These Terms of Reference were adopted at a meeting of the Network on *date to be inserted*. They govern the conduct of proceedings at all meetings of the Network.

"A Framework for Sexual Health Improvement in England (Department of Health, 2013)" states that "It is essential that there is collaboration and integration between a broad range of organisations, including commissioning organisations, in order to achieve desired outcomes." Setting up the Network that brings together different organisations, services and stakeholders locally and sets a clear direction for improved services will support this ambition. The principle purpose of the Network is to bring together representatives from Bradford Metropolitan District Council, CCG Commissioning and providers, along with the views of service users and carers representatives to help develop services locally thus enabling the population of Bradford District to access the full range of sexual health and contraceptive services in a range of settings. To ensure the population is offered fully integrated, coordinated care including prevention, education and treatment appropriate to their need.



3. Objectives

At ordinary meetings the main objectives of the Network will be:

- Sharing data and information as appropriate within organisational guidelines to enable the assessment of overall needs and deciding district wide sexual health priorities.
- Coordinated and oversee the work of the sub-groups of the Bradford Sexual Health Network.
- Ensure consistent high standards of care are agreed and implemented across the Network to optimise clinical and improved sexual health outcomes and patient experience.
- Highlight local workforce development requirements to meet local sexual health needs.
- Influence the development of sexual health services that reduce health inequalities, utilising local and national data alongside the service users experience to help shape future service design and development
- Constantly review the equity of access, overall capacity and demand for services through reviews, audits and evaluation of service user's experiences through recognised PPI methodology.
- Influence the development of appropriate protocols and guidelines to ensure consistency across the district in all settings.
- Ensure that the prevention agenda is regarded as an implicit part of the sexual health promotion approach, acknowledging the need to promote the positive side of sexual health and human relationships such as pleasure and well-being.
- Ensure that the sexual health needs of the Most At Risk Populations (MARPs) are reflected within the commissioning and provision of sexual health and contraceptive services.
- Influence designing services and detailed pathway development on agreed topics as determined by the evidence base.
- Support all organisations to develop cross organisational strategy and implementation plans for workforce, information systems, redesigning of skills and research opportunities.

4. Meetings

Meetings will take place bi-monthly and will be set in advance for one year. This will be reviewed in December 2014. All meetings will be chaired the Head of Public Health (BMDC) or, in his/her absence, by the vice-chair to be drawn from those present.

5. Membership

The Sexual Health Network shall consist of:

Head of Public Health, (BMDC)
Sexual Health lead Public Health, (BMDC)
Young Persons Sexual Health Services Specialist lead (BMDC)
Regional Sexual health Facilitator (PHE)
Clinical lead for Women's and Sexual Health (Bradford Districts and Bradford City CCG & AWC CCG)
Public Health Analyst, (BMDC)
Community Services Manager, (Bradford District Care Trust)
Voluntary Sector Representative
Clinical lead sexual health services (BTHFT)
Lead clinician in Contraception, Sexual Health and Reproductive Healthcare (BTHFT)
Operational Service Manager (BTHFT)
Clinical lead Alcohol and Drugs (Bradford Districts and Bradford City CCG & AWC CCG)
Consultant in Health Protection & Lead CCDC for Bradford (PHE)
Sexual Health lead for Bradford (PHE)
Head of Service Improvement (NHS Bradford District CCG and Bradford City CCG)
Service Development Manager (AWC CCG)
Adult & Community Services (CBMDC)
Children's Services (BMDC)
Leeds laboratories (LTH)
Airedale laboratories (ANHST)
Bevan Healthcare
Substance Misuse Commissioning (CMDC)

6. Reports

- a. Agendas for meetings will be available one week in advance of the scheduled meeting.
- b. Save for exceptional reasons reports will be made available to members one week in advance of the scheduled meeting. Minutes will be produced in a timely manner.

7. Conduct Members

- a. Members are expected to treat any patient/ service user identifiable information that they receive to support Network discussions as confidential save that which arises in public documents.
- b. All members of the Network are expected to accept collective responsibility for the decisions of the Network and subsequent action plans and not to demonstrate public dissent even with decision with which they personally disagree.
- c. All members are assumed to be advocates of positive sexual health for the whole population of Bradford

8. Member Roles and Responsibilities

Member's responsibilities at ordinary meetings are:

Regularly attend meetings- where this is not possible to send appropriate representation

Ensure the views of their area of work are adequately represented in Network discussions and agreements

Assist in the development, agreement and implementation of actions through the sub-group model to address the priorities of the Network.

Act as a communication channel between their organisation and the Network.

Take part in time limited sub-groups to take forward the Network agenda, proposing and delivering actions in a timely manner.

Share good practice within and across the Network.

In addition to this all Network members must:

Be fully conversant with the key strategic and operational documents of the Network in particular the Sexual Health Strategy and the Sexual Health Needs Assessment.

- a. Partnership Board members must be willing and able to share information of which they are aware and which would be of benefit to the Network and it's aims and objectives (within the obligations of client confidentiality).
- b. All Network members must respect the right of each Network member to be able to freely express, within the obligations of mutual courtesy and respect, their views and concerns during discussion at Network meetings.