



Eastern and Coastal Kent

Transport for Health Working Group Terms of Reference January 2010

Introduction

This paper details the Terms of Reference (TOR) for the Transport for Health Working Group (THWG), joint chaired by NHS Eastern and Coastal Kent and Kent County Council (KCC).

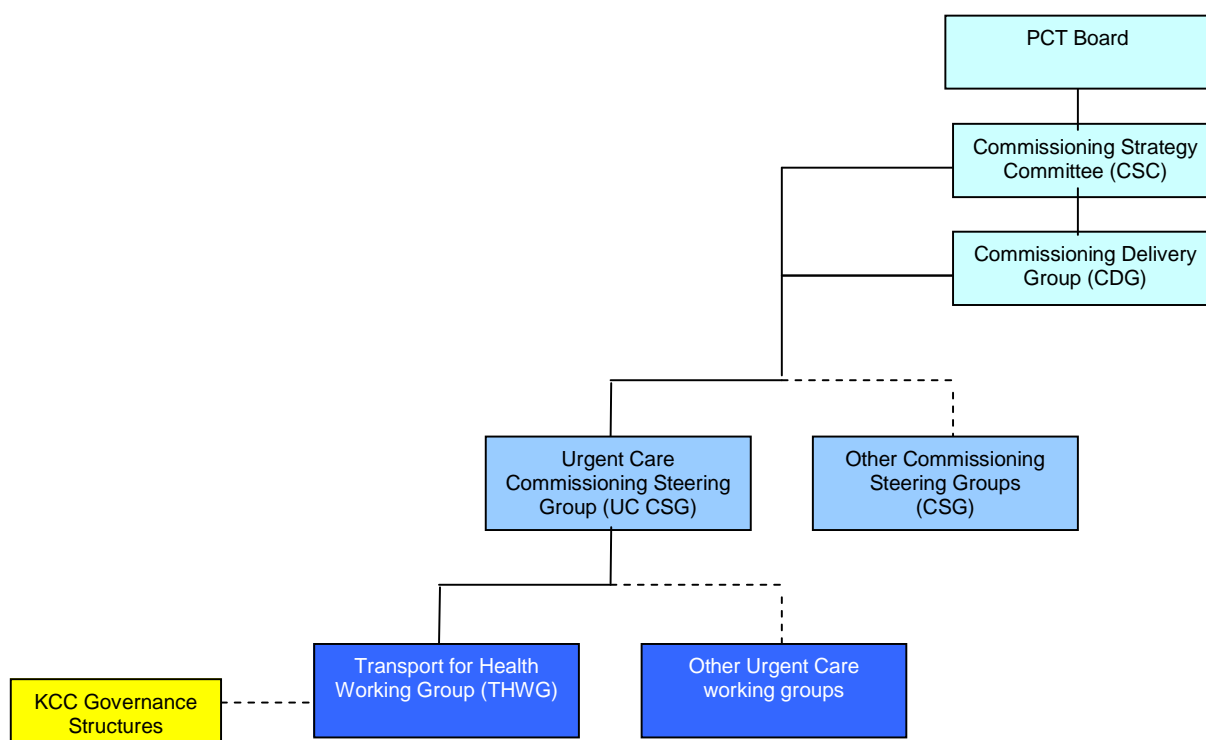
Purpose of Transport for Health Work Group

The main purpose of the THWG will be to facilitate effective communication between 'transport for health' stakeholders across the NHS Eastern and Coastal Kent area, including specific links with Medway and West Kent. This partnership service improvement group will collaborate to deliver the NHS Eastern and Coastal Kent Non Emergency Transport Action Plan.

The focus for the group will be all patient transport services, community transport schemes, and public transport, with service improvement being the cornerstone of the partnership work.

The group will be commissioning led and work towards the intentions stated in the "Commissioning Transport for Health" summary report of the NHS lead transport event on 18/05/09, and the Kent wide health and transport day, hosted by KCC on 22/09/09.

The commissioning governance structure for NHS Eastern and Coastal Kent is as follows:



The main objectives of the group are to:

- Improve partnership working between the voluntary sector, the NHS, KCC, district councils, transport providers and all other appropriate stakeholders;
- Establish a document that links health and social transport provision in Kent, that is patient/public facing and which describes all available options and processes;
- Act on any existing service modifications/improvements required to meet the needs of the differing localities;
- Support a Joint Strategic Needs Assessment that advises on a set strategic direction for the PCT and partner organisations to improve Patient and Community Transport Services;

Membership

The core membership for the group will be as follows:

Name	Title & Role
Andrew Cole	Head of Urgent and Continuing Care, NHS ECK <ul style="list-style-type: none"> • Joint Chair • Ensures alignment with Urgent Care Commissioning Strategy.
David Hall	Head of Transport and Development, KCC <ul style="list-style-type: none"> • Joint Chair • Ensures alignment with KCC policy objectives
Karen Thompson	Urgent Care Locality Development Manager, NHS ECK <ul style="list-style-type: none"> • Lead on Non-emergency PTS for NHS ECK
Zoe Fright	Senior Lead Commissioner (Urgent Care), NHS ECK <ul style="list-style-type: none"> • Interim lead on PTS for NHS ECK
Elizabeth Insley	Finance Manager (Commissioning), NHS ECK <ul style="list-style-type: none"> • Provides financial expertise and background knowledge
David Muir	Communications Manager, NHS ECK
Joy Hadaway	Patient Public Engagement Manager, NHS ECK <ul style="list-style-type: none"> • Provides patient public engagement expertise
Ray Berry	Market Analysis and Development Manager, NHS ECK <ul style="list-style-type: none"> • Provides market analysis and development expertise
Claire Martin	Acting Assistant Director of Public Health, NHS ECK
Kenneth Cobb	Transport Integration Manager, KCC Commercial Services <ul style="list-style-type: none"> • Provides regional public transport expertise
Martin Ayre or Tim Woolmer	Senior Corporate Policy Manager, KCC or Corporate Policy Manager, KCC
Babajide Ojo	Community Contracts Commissioning Manager, NHS Medway <ul style="list-style-type: none"> • PTS Lead for NHS Medway
Martine McCahon	Commissioning Manager, NHS West Kent

Name	Title & Role
	<ul style="list-style-type: none"> • Patient Transport Services Lead for NHS West Kent
Sheila Flynn	Senior Transport Planner, Canterbury City Council
Alex Hine	Transport Manager, Maidstone & Tonbridge Wells Transport
Jill Read	Regeneration Projects Officer, Swale Borough Council
Tony Kinnear	Head of Healthcare Transport, EKHUFT <ul style="list-style-type: none"> • Provides East Kent Patient Transport expertise
Paul Barratt	Head of PTS, SECamb <ul style="list-style-type: none"> • Provides PTS expertise for SECamb and SEC region
Elizabeth Cannell	Medway Healthcare Transport, Medway Foundation Trust <ul style="list-style-type: none"> • Transport Lead for MFT
Sue Sawyer/ Bridget Owen	Transport Manager, Ashford/Dover Volunteer Centres <ul style="list-style-type: none"> • Provides links to voluntary/community organisations
Diane Aslett	South East Regional Lead, Age Concern <ul style="list-style-type: none"> • Provides expertise to inform service development
Nigel Whitburn	Community Development Manager, Rural Kent <ul style="list-style-type: none"> • Provides Voluntary/Community representation
Robert Miller	Commercial Manager, Stagecoach Bus <ul style="list-style-type: none"> • Links to main bus operator
Matthew Arnold	Business Development Manager, Arriva
Louise Murrell	Development Worker, Kent LINK <ul style="list-style-type: none"> • Provides critique and scrutiny
Dave Laws	Chairman, East Kent Association of Older Citizens Forums
David Plumstead	Transport Representative, East Kent Pensioner's Forum
Stephen Carey	Public Representative <ul style="list-style-type: none"> • Provides critique and scrutiny

Frequency of Meetings and TOR Review

The group will meet initially bi-monthly and eventually quarterly once the work plan is developed and underway.

A review of the TOR should occur twice a year.