

**TERMS OF REFERENCE FOR THE DENTAL LOCAL PROFESSIONAL NETWORK –
SHROPSHIRE AND STAFFORDSHIRE**

1. NAME

The group will be known as the **DENTAL LOCAL PROFESSIONAL NETWORK –
SHROPSHIRE AND STAFFORDSHIRE**

2. FUNCTIONS

- Facilitate and promote high quality care.
- Reduce service variation and inequalities.
- Support the implementation of national strategy and policy at local level.
- Work with key stakeholders on the development and delivery of local priorities.
- Support NHS England in commissioning primary and secondary care with robust clinical input.
- Drive improvement in outcomes, in line with local and national priorities.
- Provide clinical leadership and facilitate wider clinical engagement.
- Support patient involvement.
- Support other commissioners i.e. CCGs, LAs, LETBs.
- Advise and work with local Health and Wellbeing Boards.
- Contribute to the national LPN Assembly.
- To provide independent and objective advice to NHS England - North Midlands to ensure the best possible commissioning outcomes for population oral health and dental services are achieved that reflect local needs and priorities.
- To provide professional input in to stakeholder groups, local authorities and NHS England – North Midlands to ensure oral health and dentistry is a high priority in all local decision-making.
- To promote innovative use of NHS resources that provide the best outcomes for patients.
- To provide advice to patients, the public, the community, voluntary, third and private sectors and to link with local representative committees, other clinical networks and national strategy.
- To work closely with dental educators and training departments to ensure dental workforce, education and development needs are identified and met.

3. MEMBERSHIP

The membership of the group will reflect the new commissioning responsibilities of dental clinicians and shall consist of:

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|-----------------------------------|-------------------|
| • Chair | Core group member |
| • Consultant in DPH | Core group member |
| • General Dental Practice Adviser | Core group member |
| • Primary Care Lead | Core group member |

- Patient representative
- Orthodontic Consultant in secondary care
- Maxillofacial Consultant in secondary care
- Restorative Consultant in secondary care
- Community Dental Services officer
- Local Dental Committee representative
- Primary care orthodontic GDP
- 2 GDP representatives
- Dental Care Professional representative
- Health Education England representative

There will be the power to co-opt additional members to the group determined by the nature of the work to be undertaken. The Dental LPN may lead other working (task and finish) groups in specialist areas through these co-opted members.

All members shall have the right to nominate a deputy.

Members who regularly fail to attend meetings may be asked by the Chair to resign.

4. ELECTION OF OFFICERS

Chair: The chair will be appointed by open advertisement.

Other members of the group will be appointed by open tender and will serve for two years with the option to re-apply and be appointed for a further 2 years. In extenuating circumstances, the Dental LPN reserves the right to appoint some members for a continuous period of more than 4 years.

All conflicts of interest must be declared, documented and managed. Members of the committee must declare their relevant personal and non-personal interests at the time of their appointment.

An interest is relevant if it has occurred in the last twelve months or if it is a current or planned involvement with dentistry.

Members are asked to inform the Secretariat before each meeting of any change in their relevant interests.

The minutes of each meeting will record declarations of interest, and whether members took part in discussion and decision making.

5. MEETINGS

Frequency: The **core group** will meet monthly. The full **Dental LPN** will meet quarterly with the option of convening additional meetings should it be necessary.

Quorum: The group will be quorate with six members. 2 of the 4 core group members have to be present in the quorum.

The agenda for each meeting will be coordinated by the Chair of the group. The conduct of the meetings shall be governed by the ordinary and recognised rules of committee procedure and subject to adjudication of the presiding chair.

6. KEY RELATIONSHIPS

The Dental LPN will develop and maintain key relationships with the following:

- Local authorities
- Public Health England
- Wider health and social care providers
- Local public health teams
- Health and Wellbeing boards
- Local dental committee and grass-roots clinicians in primary care dentistry
- Patient representative groups
- Local dental specialist interest groups
- Dental educators and training providers
- Managed clinical networks
- National LPNs

7. SECRETARIAT AND SUPPORT

NHS England - North Midlands will provide accommodation and secretariat support.

8. WORK PROGRAMME AND REPORTING

The Dental LPN shall agree an annual work programme and produce an annual report each year to report on activity and achievements. The Annual Report will be submitted to the Head of Primary Care NHS England North Midlands.

9. REVIEW OF ARRANGEMENTS

The arrangements set out in these terms of reference shall be reviewed in January 2018 or sooner if necessary.