



Terms of Reference (ToR)

Wales Community Child Health Network (WCCHN)

1. Purpose

The purpose of the WCCHN is to:

- Bring together Community Paediatricians across Wales.
 - Promote knowledge sharing, learning, and collaboration.
 - Improve practice, outcomes, and equitable service delivery in community paediatrics.
 - Support innovation, problem-solving, and continuous improvement.
 - Provide an expert and united Wales community paediatric voice where asked.
 - Advocate for babies, children and young people (BCYP) who are accessing community paediatric services in Wales.
 - Provide a Wales perspective to UK-wide community paediatric service delivery.
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2. Objectives

The WCCHN will:

- Share best practices, tools, and case studies.
 - Facilitate peer learning and professional development.
 - Identify common challenges and develop solutions.
 - Promote evidence-based practice.
 - Foster networking and collaboration across Wales Community Paediatrics.
 - Produce All Wales Guidance where needed and appropriate.
 - Contribute to RCPCH policy and guidance discussions, ensuring a Wales Community Paediatric voice is heard.
 - Nurture a psychologically safe network to encourage inclusivity.
 - Offer an annual WCCHN Conference to foster a valuable connection amongst Community Paediatricians in Wales.
 - Ensure collaborative working with BACCH, partnership agencies and other disciplines to drive improvements for the BCYP of Wales.
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3. Scope

WCCHN will focus on:

- Enhancing collaborative working across Wales within Community Paediatrics and with associated specialties, partner agencies and disciplines.
- Offering learning opportunities around the area of Community Paediatrics.
- Producing All Wales Guidance, where relevant and useful, to provide value-based healthcare in Community Paediatrics across Wales.

Out of scope:

- Individual case management or clinical decision-making outside agreed frameworks.
 - Governance of Community Paediatricians and associated disciplines.
 - Second opinions on case management.
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4. Membership

Membership will include:

- Community Paediatricians and paediatric resident doctors across Wales
- Multi-disciplinary and partnership collaborators will be invited to meetings as appropriate.

Expectations of members:

- Attend meetings regularly.
 - Actively participate and share knowledge.
 - Respect confidentiality and diverse perspectives.
 - Contribute to agreed actions or projects where possible.
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5. Governance and Leadership

The WCCHN will be supported by:

- **Chair:** Responsible for leading meetings, representing WCCHN on other groups when invited and setting overall direction.
- **Secretary:** Responsible for communications, minute-taking and coordinating meetings
- **Event Coordinator:** Responsible for coordinating speakers and agenda for events
- **Administrator (BACCH):** Support with reminders for speakers, collecting feedback from events and booking coordination for conferences..

- **Committee:** Contribute to oversight and strategic direction of the WCCHN. Responsible for taking back to Local Health Board's Community Business Meetings any requests for support or communications from WCCHN meetings.

Decision-making will be:

- Consensus-based

Each member is accountable to their employing health board and professional standards.

6. Meetings

- Frequency: bimonthly plus annual conference
 - Format: virtual bimonthly/ in-person conference
 - Agenda and papers circulated in advance.
 - Notes/minutes recorded and shared, where appropriate.
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7. Outputs and Deliverables

The WCCHN may produce:

- All Wales Guidance documents, proformas or protocols.
 - Shared resources and toolkits.
 - Learning events.
 - Recommendations to inform policy or service development, as requested.
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8. Communication

Communication methods may include:

- Email distribution lists.
 - Online platforms (e.g. Teams channel).
 - WCCHN website (hosted by BACCH)
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9. Confidentiality

Members are expected to:

- Respect confidentiality of discussions.
 - Ensure no identifiable patient or sensitive organisational information is shared unless appropriately authorised.
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10. Review and Evaluation

- The effectiveness of the WCCHN will be reviewed annually.
 - Feedback from members will inform improvements.
 - Objectives and priorities will be updated as needed.
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11. Duration

This Terms of Reference is effective from:

- **Start date:** 1st June 2026
 - **Review date:** 1st June 2029
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Approval

Approved by:

- Name: Dr Lizzy Nickerson
 - Role: Chair, WCCHN
 - Date: 27th July 2026
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The WCCHN is supported by BACCH, who provide administrative support and hold moneys received from conferences and events.

Please raise any concerns around ToR with the Chair.