

TERMS OF REFERENCE

1. Scottish Paediatric Endocrine Group (SPEG) Network Steering Group

2. Reports to

National Specialist Services Committee (NSSC) through Annual and Midyear reporting.

3. Project Objective

To facilitate clinical and other improvements in the Paediatric Endocrine community through delivery of objectives set by the National Specialist Services Committee (NSSC) for NHS Boards and SGHSCD within the national commissioning process.

To develop, support and steer the SPEG network for all stakeholders who come under its remit.

4. Roles and Responsibilities of Group

- Develop strategic direction of SPEG National managed Clinical Network (NMCN)
- Develop strategic alliances for SPEG
- Ensure the SPEG network meets its objectives strategically and locally
- Agree workplans within the sub-groups, ensuring appropriate quality assurance
- Account for performance of the SPEG NMCN against National Services Division Service Agreement
- Deliver service and patient quality improvements within the paediatric endocrine community
- Members will be expected to attend meetings regularly and take responsibility for actions agreed at meetings. They will communicate information to and from the organisation, discipline or constituency they represent.



Chair
Chief Executive
Director

Keith Redpath
Mary Morgan
Susi Buchanan

NHS National Services Scotland is the common name of the Common Services Agency for the Scottish Health Service

5. Membership

NAME:	JOB TITLES:	ORGANISATION/ DIVISION:
Dr Loveline Ayuk	Consultant Paediatrician	NHS Dumfries and Galloway
Dr Louise Bath	Consultant in Paediatric Endocrinology and Diabetes	NHS Lothian
Mr Stephen Bowhay	Lead Clinical Pharmacist	NHS Greater Glasgow & Clyde
Ms Roisin Boyle	Paediatric Endocrine Nurse Specialist	NHS Greater Glasgow and Clyde
Dr Suet Ching Chen	Consultant Paediatrician	NHS Greater Glasgow and Clyde
Dr Nicky Conway	Consultant Paediatrician	NHS Tayside
Dr Mike Crane	Consultant Clinical Biochemist	NHS Lothian
Ms Nadia Crockett	National Distribution Centre	NHS National Services Scotland
Dr Graeme Eunson	Consultant Paediatrician	NHS Borders
Miss Emily Gate	Paediatric Endocrine and Diabetes Specialist Nurse	NHS Highland
Mrs Jill Gibb	Paediatric Endocrine Nurse	NHS Tayside
Dr Sabine Grosser	Consultant Paediatrician	NHS Forth Valley
Dr Stuart Henderson	Consultant Paediatrician	NHS Highland
Dr Ian Hunter	Consultant Paediatrician	NHS Lanarkshire
Ms Heather Kyle	Paediatric Endocrine Nurse Specialist	NHS Greater Glasgow and Clyde
Mrs Claire Lawrie	Programme Manager	NHS National Services Scotland
Mrs Julie Lucas	Paediatric Endocrine Nurse	NHS Forth Valley
Mrs Ruth Magowan	Paediatric Endocrine Nurse	NHS Borders
Dr Avril Mason	Consultant Paediatric Endocrinologist	NHS Greater Glasgow and Clyde
Dr Amalia Mayo	Consultant Paediatrician (Lead Clinician)	NHS Grampian
Dr Jane McNeilly	Consultant Clinical Biochemist	NHS Greater Glasgow and Clyde
Dr Harriet Miles	Consultant Paediatrician	NHS Lothian
Miss Kerstin Norman	Paediatric Endocrine and Diabetes Specialist Nurse	NHS Highland
Dr Craig Oxley	Consultant Paediatrician	NHS Grampian

Mr Daniel Purton	Endocrine and Diabetes Paediatric Nurse	NHS Lanarkshire
Mrs Jackie Reid	Paediatric Endocrine Nurse	NHS Grampian
Mrs Jennifer Roach	Paediatric Endocrine Nurse Specialist	NHS Lothian
Mrs Ann Rock	Paediatric Endocrine Nurse	NHS Ayrshire & Arran
Dr Guftar Shaikh	Consultant Paediatric Endocrinologist	NHS Greater Glasgow and Clyde
Dr Shubhangi Shewale	Consultant Paediatrician	NHS Lanarkshire
Ms Sarah Smith	Consultant Clinical Scientist and Director of Scottish Newborn Screening Laboratory	NHS Greater Glasgow and Clyde
Mrs Arlene Smyth	Parent and Carer Representative	Turner Syndrome Support Society
Professor Mark Strachan	Consultant in Diabetes and Endocrinology (Chair)	NHS Lothian
Dr Anthony Tasker	Consultant Paediatric Endocrinologist	NHS Fife
Dr Scott Williamson	Consultant Paediatrician	NHS Ayrshire & Arran
Dr Rohana Wright	Consultant Physician	NHS Lothian

Attendees

Mrs Stephanie Hales	Programme Support Officer	NHS National Services Scotland
Mr Jamie Nimmo	Programme Manager	NHS National Services Scotland
Ms Karyn Robertson	Senior Programme Manager	NHS National Services Scotland

The following members need not attend meetings but will be copied into all meeting papers:



Chair
 Chief Executive
 Director

Keith Redpath
 Mary Morgan
 Susi Buchanan

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 the Common Services Agency for the Scottish Health
 Service*

NAME:	JOB TITLES:	ORGANISATION/ DIVISION:
N/A		

6. Chair

Professor Mark Strachan, Consultant in Diabetes and Endocrinology (NHS Lothian)

7. Decision Making

- The Chair shall seek to agree action points following discussion.
- From the earliest stage the Steering Group should inform relevant professionals in the NHS, Local Authorities and Voluntary Sector of the network aims, objectives and workplan.
- Regular reports will be provided to the National Services Division
- The network shall have a clear Communication Strategy which is included as part of the quality assurance framework.
- Decisions and responsibility for actions will be recorded within minutes and actions.

8. Frequency of Meetings

Three times per year.

9. Papers

All papers and the agenda will be sent to members 5 working days in advance of the meetings. Agenda items/papers to be submitted to the Chair not less than 10 working days before each meeting, to enable Agenda Planning. Items of urgent business arising after this time will be accommodated with the agreement of the meeting. A minute of the meeting and action log will be issued to members not later than 10 working days following meeting.

10. Lifespan

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Terms of Reference Agreed: Professor Mark Strachan

Date: 2022

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