

APPENDIX A

AMBULANCE RESPONSE TIMES

WORKING PARTY

TERMS OF REFERENCE

Title

AMBULANCE RESPONSE TIMES WORKING PARTY.

Its Purpose

The aims and objectives of the Working Party will be to challenge the waiting, response and journey to hospital waiting times for patients in North Norfolk. To increase the number of community first responders and to ensure patients receive the appropriate medical care in time of need.

Meetings

The working party will meet quarterly, and as and when needed in between. An agreed agenda will be prepared and circulated by the Secretary 10 days before each meeting. The Secretary will provide written action for each meeting for agreement/adoption. Minutes of meetings will be circulated to all attendees and representatives from Parish and Town Councils by the Secretary. They will be invited to display the minutes on their website.

Membership

The Working Party was set up by Dr. Holliday (Chairman) with Secretarial support from Gemma Harrison. The membership is made up by representatives of a number of Stakeholders, namely North Norfolk District Council, Cromer Town Council, Sheringham Town Council, Cley Parish Council, Wiveton Parish Council, Holt Town Council, Kelling Parish Council, High Kelling Parish Council, The Holt Area Patients Group, Wells Town Council, Stiffkey Parish Council and Morston Parish Council. Membership is fluid and representatives from any North Norfolk Parish or Town

Council, or other existing stakeholder are welcome to attend the meetings and/ or sign up to the Working Party.

Aims and Objectives of the Working Party

The Working Parties aims are;

1. To hold the Norfolk and Waveney CCG to account on Ambulance Response Times and to help CCG shape the system in a way that benefits our population. We will share experiences with CCG and work together to move forward and ultimately close the gap on lengthy ambulance response times.
2. To increase the number of Community First Responders.
3. To play a more active role in dissemination of information to our parishes and towns.

Budget

The Working Party will have no budget.

ADOPTED by the Working Party on THURSDAY 13TH MAY 2021.

Review date **November 2023** or before if required.