



BSW Maternity & Neonatal Voices Partnership (MNVP)

Terms of reference

What is the Maternity & Neonatal Voices Partnership (MNVP)?

An MNVP listens to the experiences of women and families, and brings together service users, staff, and other stakeholders to plan, review and improve maternity and neonatal care. The MNVP should be at the heart of decision making in maternity and neonatal services by being embedded within the leadership team of provider trusts and LMNS (Local Maternity & Neonatal System), in turn feeding into the ICB (integrated Care Board).

The MNVP, as the voice of the service user, influences improvements in the safety, quality and experience in maternity and neonatal care.

What is the purpose of this document?

To set out the local arrangements for provider trusts maternity & neonatal units, health visiting and 0-5 public health services within the BSW (BaNES, Swindon & Wiltshire) LMNS footprint that support and care for parents and babies and should be read in conjunction with NHS England's Maternity & Neonatal Programme's Guidance (*Guidance to follow*).

What do the MNVP do?

- Listen to and gather feedback from families and communities across BSW about their experiences of maternity & neonatal services and bereaved families by hosting focus groups, listening sessions and visiting community groups to gather feedback from a diverse range of the population in our areas.
 - Focus on Equity, Equality & Anti-Racism and ensure it is embedded within our action plan and work, ensuring adherence with the LMNS Equity & Equality plan.
 - Represent the SUV (Service user voices) within provider trust meetings including, but not limited to, Governance, Maternity/Clinical Forums, Safety Champions, Guidelines/Audits, Perinatal Mortality Review Tool (PMRT) and Perinatal Quality, Safety and Surveillance Group (PQSSG).
 - Support the LMNS to provide oversight and surveillance at a strategic level, including involvement in workstreams, operational and programme board.
 - Carry out 'Walk the Patch' and '15 Steps' within the provider trusts to check that facilities and care meet the needs of the people using them.
 - Attend annual insight visits with support from regional team and ICB.
 - Attend local, regional, and national events to network and ensure community voices are always heard, at every level.
 - Provide reflective friendship and accountability to professionals within the Trust, Health Visiting services and local authority.
 - Create and implement a yearly action plan based on the needs of our families and national requirements.
 - With appropriate operational and logistical support, facilitating and fulfilling the MNVP's responsibilities to engage and coproduce projects with the provider trust/unit including neonatal unit and health visiting service.
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The MNVP Structure & Quoracy

The MNVP are a multi-disciplinary team made up of employed / remunerated leads, volunteer service user representatives, Midwifery & Neonatal staff, health visiting/public health and Commissioners. Our memberships include, but is not limited to:

- MNVP Lead(s)
- Maternity Service User Representative(s)
- Neonatal Service User Representative(s)
- Trust Midwives (Can include HOM/DOM/Matrons/Specialist Midwives/PMA)
- Neonatal Representative(s)
- Health Visiting Representative(s)
- Public Health Representative(s)
- LMNS Representative(s)
- Maternity & Neonatal Independent Senior Advocate

The MNVP Quoracy **for decision making** must include a minimum of 1 x MNVP Lead, 1 x Representative from each trust, 1 x ICB/LMNS Representative, 1 x Neonatal Representative and 1 x Health Visiting/Public Health Representative. *If quoracy unavailable any decisions will be taken to LMNS programme board for ratification.*

The BSW MNVP lead team is made up of:

- BSW Lead (Overall lead for BaNES, Swindon & Wiltshire)
- Bath & NE Somerset/RUH Lead
- Swindon/Great Western Hospitals Lead
- Wiltshire/Salisbury Foundation Trust Lead
- Digital & Social Media Lead

The BSW MNVP are funded by the BSW ICB and Managed by the LMNS with support from the Southwest Regional Team.

Reporting Framework

MNVP meetings to review Action Plan progress will take place twice yearly (March & October) with full attendance from the multi-disciplinary team (MDT) required.

MNVP Leads will also attend:

- LMNS Operational Meeting (Monthly)
- LMNS Programme Board (Monthly)
- Trust Feedback Triangulation Meetings (Bi-monthly)
- SW strategy meeting (Quarterly)
- Regional insight visits (Yearly)
- Trust Meetings with HOM/DOM (As required)
- Trust Meetings including, but not limited to, Governance, Maternity/Clinical Forums, Safety Champions, Guidelines/Audits, Perinatal Mortality Review Tool (PMRT) and Perinatal Quality, Safety and Surveillance Group (PQSSG)

Review Arrangements

The Terms of Reference will be reviewed on an annual basis to reflect the needs of the Service, the families, and the Organisation.

Date Created: November 2023

Review Date: November 2024