

REACH: Steering Group Terms of Reference (April 2024)



Name: REACH Steering Group

Location: By Teleconference

Frequency: Every 3 months

Duration: 60 minutes

Chair: Kieran Flanagan (Co-chair arrangement under consideration)

Administrative Support: REACH secretariat

Objectives:

- Oversight of the REACH initiative on behalf of stakeholder organisations
- Comment upon, and approve, the REACH strategy
- Prioritisation of research topics and associated activities
- Support research development, capacity, delivery, dissemination and adoption
- Identify and secure supporting funding and other resources as required
- Promotion of REACH; its activities, outputs and impact
- To form and develop collaborative links regionally, nationally and internationally
- Promote equality, diversity and inclusion in all REACH activities
- Approve the annual report for circulation to stakeholders

Core Membership:

- Director, Centre for Health and Clinical Research, College of Health, Science & Society, University of the West of England
- Research Director, Faculty of Health Sciences, University of Bristol
- Joint Director of Research, North Bristol NHS Trust and University Hospitals Bristol and Weston NHS Foundation Trust

- Research Lead, Avon and Wiltshire Mental Health Partnership NHS Trust
- Head of Research, Audit and Improvement, South Western Ambulance Service NHS Foundation Trust
- Director of Therapies and Allied Health Professionals or Medical Director, Sirona Health and Care
- Chief Medical Officer, Bristol, North Somerset and South Gloucestershire Integrated Care Board
- Workstream Lead, Integrated and Optimal Care Theme, Applied Health Collaboration (ARC) West
- Medical Director, West of England Health Innovation Network
- Medical Director, General Practice Collaborative Board
- Research Manager, BSW Research Hub.

Deputies: If a member cannot attend a deputy should be nominated to attend in their stead.

Quorum: The chair, at least three other members and at least one REACH Co-Director.

Administration: An agenda will be agreed and circulated at least three working days before each meeting. Minutes will be distributed to all committee members within ten working days of each meeting.

Date: 17th April 2024. To be reviewed annually.