

## **NIHR ARC South London**

### **Terms of Reference for the Board**

**July 2023**

#### **1. Role/Purpose**

Accountable to the Board of King's College Hospital NHS Foundation Trust and the NIHR, the ARC South London Board is responsible for the overall strategic direction and performance of the ARC and it also operates as its main steering and scrutiny group. In broad terms, the ARC South London Board has the following remit:

(i) To monitor the performance of the NIHR ARC South London, to ensure it meets its aims and that tangible outcomes are being delivered as set out in the application submitted to NIHR.

(ii) To maintain oversight of the governance and management structure of NIHR ARC South London.

(iii) To be responsible for assuring the quality of the management team and the performance of the themes, including progress review and audit.

(iv) To be responsible for the approval and delivery of the ARC South London delivery plan and any associated operational plans.

(vi) To monitor and review performance of the ARC South London, make decisions regarding future strategic developments of ARC South London activities including horizon scanning and foresight and recommend appropriate action to assure the collaboration's longer term sustainability including bids for external funding.

(vii) To monitor and manage interfaces with key external bodies including the Department of Health and Social Care (DHSC) and the National Institute for Health Research (NIHR).

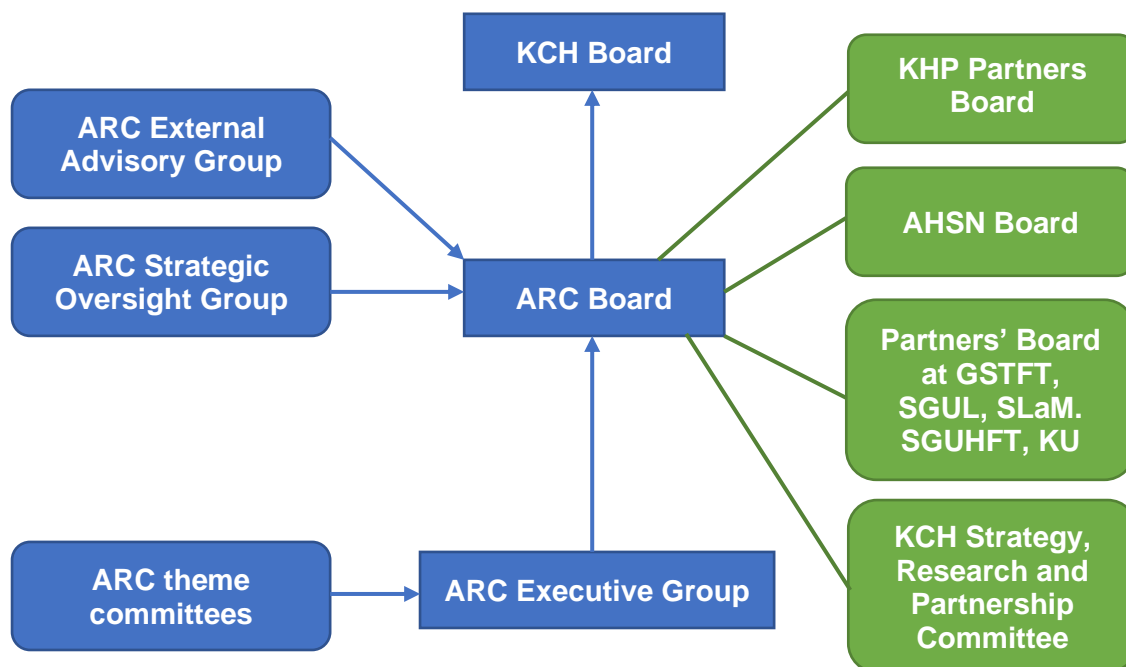
(viii) To act as a conduit for engagement of stakeholders from partner organisations in order to:

- Encourage and strengthen collaborative relationships with them
- Ensure that the main stakeholder priorities are reflected in and met by the programme
- Implement resources via matched funding in a manner commensurate with the aims and objectives of the NIHR ARC South London
- Ensure the proper dissemination of information regarding the NIHR ARC South London.

(ix) To monitor flows and usage of grant funds (NIHR funding) and co-funding (partner organisations' funding) and provide progress reports and financial

information as necessary to the NIHR, partner organisations and their governing bodies.

## 2. ARC South London Governance Structure



## Key



### 3. Meetings

The Board will normally meet quarterly.

Meeting agendas, minutes and supporting papers will be produced by the ARC South London Programme Manager and approved by the ARC Director and Board Chairs.

## 4. Diversity and Inclusion

ARC South London intends to ensure that diversity and inclusion considerations are formally embedded in its governance, processes, research and outreach, in order to reflect the community we are serving, the public sector duty in the Equality Act 2010, and relevant Advance Higher Education Charters and other standards to which we commit. Progress will be monitored and evaluated.

## **5. NIHR ARC South London Board Membership**

The board will be co-chaired by Dr Leonie Penna, chief medical officer at King's College Hospital NHS Foundation Trust and Dr John Byrne, chief medical officer at South West London Integrated Care System.

The Board will include the chief executive or their representatives from member organisations:

- Guy's and St Thomas' NHS Foundation Trust
- Health Innovation Network
- King's College Hospital NHS Foundation Trust
- King's College London
- King's Health Partners
- St George's, University of London
- St George's University Hospitals NHS Foundation Trust
- South London and Maudsley NHS Foundation Trust

The membership will also include partner organisations and local groups as agreed by the board:

- Health Education England
- Lambeth Council
- South East London Integrated Care System
- South West London Integrated Care System and Board
- Community organisations and public members

The membership of the Board will also include members of the ARC South London programme team (or their nominees):

- Programme Director (Professor Sir Graham Thornicroft)
- Co-deputy Programme Directors (Professor Matthew Maddocks and Zoë Lelliott)
- Programme Manager (Dr Jane Stafford)
- PPI lead (Professor Mary Chambers)
- Capacity Building Lead (Dr Rachel Allen)
- Finance Manager (Hilda Paulo)
- Communication leads (Ms Michele Harris-Tafri and Mr Nick Sarson)

## **6. Amendment, Modification or Variation**

These Terms of Reference may be amended, varied or modified in writing after consultation and agreement by Board Members.