

SWAG Cancer Alliance Board

Draft Terms of Reference

Contents:

- 1 – Statement of Purpose**
- 2 – Terms of Reference**
- 3 – SWAG Board Membership**
- 4 – Quoracy**

1 - Statement of Purpose

Purpose

The SWAG Cancer Alliance Board provides direction and strategy, sets priorities (through the Alliance work programme) and supports the Alliance team (and holds them to account) in delivering it. As guardian of the Alliance's purpose, it always ensures that the Alliance acts in the best interests of the SWAG systems and population, and that it focusses on the most important Cancer priorities across the system (including cross-cutting priorities).

2 - Terms of Reference

- Provide final approval for the Alliance's work programme, including its Service Development Fund submission.
- Hold the Alliance team (and others as appropriate) to account for delivery of the Alliance work programme.
- Where decisions (including in relation to risks and issues) are escalated to the Board, review any evidence and recommendations presented by the Delivery Group and Working Groups, and make informed and evidence-based decisions.
- Ensure that the Alliance supports SWAG Providers in relation to performance in a way which adds maximum value, and which complements existing performance assurance arrangements.
- Act as guardians of the Alliance's purpose, including that it always acts in the best interests of the SWAG system and population, and that it focusses on the most important system priorities (including cross-cutting priorities).
- Ensure effective joint working with the Peninsula Cancer Alliance in relation to joint issues or projects, as well as wider cross-Alliance collaboration.

3 - SWAG Board Membership

Membership will consist of:

- Alliance Chair (Chief Executive or Accountable Officer).
- Alliance Operational Lead
- Alliance Clinical Director.
- Alliance Managing Director.
- Commissioning Accountable Officers (or deputy, if AO is the Alliance Chair).
- Provider Chief Executives.
- Patient representation x2.
- Specialised Commissioning
- Public Health England (in relation to screening, prevention and population health management)
- ? 3rd sector representation-seeking views

Others to be decided

- The Alliance Board will meet **bi-monthly**.
- Papers will be circulated one week before each meeting date.
- The Alliance Chair, Clinical Director and Managing Director will provide a brief update to the Board as a standing agenda item. The Managing Director's update will include a report on progress against the Alliance work programme.
- The Board will also receive a short, written brief from the Delivery Group each of the Working Group Chairs. The Alliance team will provide support to produce this.

4 - Quoracy

- The Board will be quorate if the Chair and three others, including at least one provider and one commissioner representative, and not including the Alliance team. If group members are unable to attend meetings, they should send appropriately briefed and empowered deputies on their behalf.