Name of group: **GMC CURE Steering Group**

Title: **Terms of reference v2.0**

**Purpose / role of the group:**

Oversee GM rollout of CURE Programme as a transformation funded project

**Aims/responsibilities**

* Monitor progress of rollout against timeline for delivery of TF projects
* Monitor spending of transformation funds against plan
* Approve pathways, clinical documentation and project changes as and when appropriate
* Review high level risks/issues presented from Assistant Project Managers from each locality
* Offer solutions to pan-GM risks/issues
* Support with engagement and communication across all aspects of healthcare affected by implementation of the CURE model
* Ensure alignment to prevention work stream of NHS Long Term Plan
* Provide guidance and approval (if needed) on sharing of CURE information and branding outside of GM
* Oversight and approval of any proposals/business cases related to CURE or its expansion

**Membership:**

|  |  |
| --- | --- |
| GM Cancer | |
| **Chair** | David Shackley |
| **Clinical Lead** | Dr Matthew Evison |
| **Primary Care Lead** | Dr Yvonne Burke |
| **Programme Lead** | Freya Howle |
| **GM CURE Assistant Project Managers** | Ryan Moore and Kathryn Groome |
| **GM Cancer Associate Director** | Claire O’Rourke |
| **GM Cancer Programme Lead** | Alison Armstrong |
| **GM Cancer Associate Director: Commissioning** | Ali Lewin |
| **GM Cancer Finance Director** | Darren Griffiths |
| Greater Manchester | |
| **GP’s & Primary Care Representative (GP Provider Board)** | Tracy Vell |
| **Lead Nurse representative** | Cheryl Pearse |
| **Public Health & Combined Authority representative** | Debbie Watson |
| **Provider Federation Board (PFB) representative** | Tbc |
| **Deputy Chief Finance Officer representative** | Rebecca Coaker/Simon O’Hare |
| **Greater Manchester Health & Social Care Partnership Representative (Making Smoking History)** | Scott Crosby/Andrea Crossfield |
| OTHER | |
| ***GMMMG, Medicines Management, CCG, Local Authority, Commissioned Smoking Ceesation Services, Chief Operating Officer*** | *On request from GMC Steering Group as needed* |

Meetings will be quorate when a minimum of 60% of the core membership attends

**Accountability:**

* Assistant Project Managers – report to task & finish groups updates/decisions made
* GMC members – report to GMC Assurance Board and GM Cancer Board progress & high level risks/issues
* GM Cancer Board will provide link with Joint Commissioning Board & Joint Commissioning Team and will present via this forum for commissioning approval when needed
* Primary Care and Community members to provide details of forums and committees of which CURE will need to be approved/communicated via and will offer support

**Working methods / ways of working:**

* Shared learning across GM of how to implement a new patient pathway
* Provider Task & Finish groups tasked with mobilising and implementing CURE in their locality will report to this Steering Group

**Meeting arrangements:**

* Once a month
* Invites will be sent from CURE Assistant Project Managers:
  + Agenda and papers will be sent to members 1 week prior to each meeting
  + Requests for additional agenda items/papers/speakers to be sent to   
    CURE Programme Lead 1 week prior to meeting
* Teleconference details will be provided for each meeting to allow members to dial in