



UK DCTN Steering Committee Membership Terms of Reference

Responsibilities of Steering Committee members are as follows:

- i. To review and comment on all study proposals submitted for consideration.
- ii. To make final recommendations to the Executive Committee on which proposals should be taken forward for external funding.
- iii. To make recommendations to the Executive Committee on which proposals are eligible for pump priming funds for further feasibility/pilot work.
- iv. To provide guidance for the aims and objectives of the Network.
- v. To act as ambassadors for the UK DCTN and promote the Network locally.

Your obligations as a UK DCTN Steering Committee member are detailed below:

- i. The normal duration of tenure is three years. After this you will step down from the Steering Committee (unless requested to stay by the Chair).
- ii. Occasionally, members may be asked to extend their steering committee place for a further period.
- iii. The Steering Committee meet three times a year and members are encouraged to attend all meetings but expected to attend a minimum of **two meetings over a period of two years**.

Two of these meetings are usually held at BAD House in London, with the AGM being held within the Annual BAD Conference.

Meetings last for no more than 2-3 hours and all travel expenses are re-imbursed.