

Management Board

The confirmed minutes of the fourth meeting held at 14.00 on Wednesday 4th November 2015 via video-conference in Baylis 1, The Conference Centre, Plymouth Science Park; WK Norman Conference Room, St Lukes Campus, Exeter; F083, Knowledge Spa, Truro.

Attendees

Professor Mary Watkins (in the Chair)	Dr Bettina Kluettgens, South West Peninsula Academic Health Science Network
Mr Tariq White, NHS England South (South West)	Mr Andy Harewood, Somerset Partnership NHS Foundation Trust
Professor Stuart Logan, Director, PenCLAHRC	Mrs Ann James, Plymouth Hospitals NHS Trust
Professor Rob Sneyd, Plymouth University	Professor Richard Byng, Deputy Director, PenCLAHRC
Mr Paul Lindsay, Peninsula Patient & Public Involvement Group	Mr Jim Harris, Peninsula Patient & Public Involvement Group
Professor Nicky Britten, Theme Lead, PenCLAHRC	Ms Lynn Tatnell, Peninsula Patient & Public Involvement Group
Ms Julie Harvey, Peninsula Patient & Public Involvement Group	Mr Iain Lang, NIHR Knowledge Mobilisation Fellow, PenCLAHRC
Mrs Jo Shuttleworth, Operations & Finance Manager, PenCLAHRC (Secretary)	

Apologies

Professor Steve Thornton, University of Exeter	Professor Ken Stein, Deputy Director, PenCLAHRC
Dr Jo Roberts, South Devon and Torbay Clinical Commissioning Group	Mr Ken Wenman, South Western Ambulance Service NHS Foundation Trust
Dr Roope Manhas, Northern Devon Healthcare NHS Foundation Trust	Mrs Jane Viner, Torbay and South Devon NHS Foundation Trust
Dr Helen Smith, Devon Partnership NHS Trust	Mrs Barbara Williams-Yesson, Yeovil District Hospital NHS Foundation Trust
Dr Rob Parry, Royal Cornwall Hospitals NHS Trust	Dr Matthew Dolman, Somerset Clinical Commissioning Group
Dr Tamsyn Anderson, Kernow Clinical Commissioning Group	Dr William Lee, Plymouth Community Healthcare CIC
Professor Kevin Elliston, Public Health England South West	Mr Adrian Harris, Royal Devon & Exeter NHS Foundation Trust

Dr Justin Pepperell, Taunton & Somerset NHS Foundation Trust	Dr Richard Laugharne, Cornwall Partnership NHS Foundation Trust
Dr Tim Burke, NEW Devon Clinical Commissioning Group	Professor Ken Stein, Deputy Director, PenCLAHRC
Professor Dave Richards, Theme Lead, PenCLAHRC	Professor Chris Hyde, Theme Lead, PenCLAHRC
Professor Charles Abraham, Theme Lead, PenCLAHRC	

29/15-16 Minutes

APPROVED:

The minutes of the third meeting of the Peninsula CLAHRC Management Board held on Wednesday 22nd April 2015 (**MB12**) were approved.

30/15-16 Matters Arising

- (a) The Director to put Charles Abraham in touch with Kevin Elliston to discuss the recent call from the National School of Public Health.

REPORTED:

The Director reported that contact had been made between Charles Abraham and Kevin Elliston.

- (b) The Director to ensure that PenPIG has involvement in the further developments of Round 1 PPI questions.

REPORTED:

The Director reported that many of the questions raised by PenPIG in the original prioritisation round had been further developed, consolidated into a smaller number and re-submitted into the latest round of questions, to be decided on 14th December 2015.

- (c) PenCLAHRC to facilitate communication between Justin Pepperell and PenPIG in order to enable support for projects in Somerset, as well as further recruitment.

REPORTED:

Nicky Britten reported that engagement links had been established with Justin Pepperell, Lucy Pollock and Andy Harewood in Somerset in order to facilitate Making Sense of Evidence (MSE) workshops, question development workshops and Patient and Public Involvement (PPI) activity in this area. Discussions had also taken place regarding the recruitment of a Somerset representative into the Peninsula Involvement Group (PenPIG).

Action: Confirm contacts within Somerset CCG for Professor Britten, Mr Tariq White and Mr Andy Harewood.

31/15-16 Chair's Business

REPORTED:

- (a) The Chair declared her recent appointment to the cross benches of the House of Lords as one of four new non-party political peers. She reported that she did not see any conflict of interest with her role as PenCLAHRC Chair, with which members concurred.
- (b) The Chair wished to congratulate Professor Steve Thornton, Exeter University Medical School, on his recent appointment as Vice Principal (Health) at Queen Mary University London and thanked him for all of his support to PenCLAHRC.
- (c) The Chair also noted the upcoming PenCLAHRC Question Prioritisation Event, scheduled on Monday 14th December 2015 in Dartington.

32/15-16 Update from the Director

- (a) Annual Reporting:

CONSIDERED:

A report from the NIHR summarising the feedback from the 2014/15 PenCLAHRC Annual Report (**MB13**), noting:

- (i) That the overall report was comprehensive and positive regarding PenCLAHRC's achievements in the period.
 - (ii) That the matched funding target had been achieved and exceeded. The Director thanked partner organisations for their contributions in kind, which significantly added to this total.
 - (iii) The considerable local and national contribution made by Dr Vicki Goodwin, within her role as PenCLAHRC Training Lead.
 - (iv) The continuing success of the PPI Team and PenPIG. The Director welcomed the appointments of Dr Kristin Liabo and Helen Burchmore within the PPI Team.
- (b) NIHR Strategy Board:

REPORTED:

The Director reported that the CLAHRCs seem to be growing in importance to NIHR due to the increasing requirement for 'impactful' research that has a positive effect on the NHS. As a result, the Director noted that there is now additional pressure on the CLAHRCs to produce more impact stories, particularly around implementation and the cost savings that these may represent.

(c) Question Prioritisation Round 2:

REPORTED:

- (i) The Director updated members on the current round of Question Prioritisation, noting that 10 questions had been elicited as a result of the first stages of electronic voting. He thanked all partners for their support to date and contributions to the voting process.
- (ii) The Director noted the intent of the outgoing Director of the NIHR HTA Programme, Professor Tom Walley, on providing a priority list of 'implementation-ready' research that could be of immediate benefit to the NHS, if jointly implemented between the CLAHRCs, NHS partners and the patients and public. This was met with considerable enthusiasm amongst all members with a strong desire to see the list as soon as it becomes available.

Action: The Director to share the list amongst all members as soon as it becomes available.

(d) Key Outputs and Impacts:

REPORTED:

- (i) Publications: The Director noted that 52 peer reviewed publications had been reported in the last financial year, with another 30 published in the year to date. All PenCLAHRC associated publications can be found via this link: <http://clahrc-peninsula.nihr.ac.uk/publications> .
- (ii) External Funding: The amount of external funding leveraged exceeded £5.4 million in the last financial year with similar amounts anticipated for this current year. Contributing to the funding success for this year is the £800,000 CatchUs Study, a study examining the transition from children's to adult's services for patients suffering with Attention Deficit Hyperactivity Disorder, as well as the Engager Study, a study related to offender mental health, receiving its full £2.3 million NIHR Programme Grant (<http://clahrc-peninsula.nihr.ac.uk/research/engager>).
- (iii) Training: 15 PhD students have commenced their studies, including 4 Allied Health Professionals and nurses who have been recruited specifically in the field of dementia. In addition, PenCLAHRC has dedicated a small amount of funding to South West Anaesthesia Research Matrix (SWARM), an initiative which supports high-quality, high-impact, trainee-led, multi-centred research across the South West.

- (iv) Impact Stories: The following media clips were shown to members to highlight the depth and diversity of PenCLAHRC impact to date:
- i. Peninsula Collaboration for Health Operational Research and Development (PenCHORD).
<https://www.youtube.com/watch?v=vnrOIJxZ5Nk>
 - ii. Patient Initiated Clinics (PIC).
<https://www.youtube.com/watch?v=B00PrCe4Vco>
 - iii. Supporting Teachers and Children in Schools (STARS).
<https://www.youtube.com/watch?v=6B7AIB8L5Y0>

33/15-16 Dissemination and Implementation

CONSIDERED:

A report from Dr Iain Lang, NIHR Knowledge Mobilisation Research Fellow, on Dissemination and Implementation (D&I) Research in PenCLAHRC (**MB14**), noting:

- (a) The increasing requirement to develop expertise and capacity in this area. Dr Iain Lang highlighted how PenCLAHRC will aim to achieve this in the middle and longer term, both operationally and strategically.
- (b) The support requested from partners in helping PenCLAHRC develop this strategy. Members supported the suggestion that this would need to be a joint approach from both PenCLAHRC and the AHSN. Dr Klueggens confirmed that this is welcomed by the AHSN and discussions on progressing the strategy were already taking place.

Action: To report on the progress of D&I discussions between the AHSN and PenCLAHRC at the next meeting.

34/15-16 Patient and Public Involvement/Engagement:

REPORTED:

- (a) Professor Nicky Britten noted that a new PPI/E strategy was being developed amongst the PPI Team and that it would be available on the website over the next few months.
- (b) Dr Kath Maguire has recently given a TEDX Talk about Patient and Public Involvement and is available for viewing via this link;
<https://www.youtube.com/watch?v=3yTESxSPgUQ#t=11>.

35/15-16 Risk Management

CONSIDERED:

A report, with appendix, on the current version of the Peninsula CLAHRC Risk Register (**MB15 (a & b)**), noting:

- (a) That Risk 1; PenCLAHRC partners fail to provide committed matched funding resources, was still one of the two most significant risks on the register despite an encouraging increase in matched funding for the previous financial year.
- (b) That Risk 2; Failure to demonstrate National level impact stories, particularly around implementation, has recently increased in residual risk due to the reasons previously highlighted under item 32/15-16 (b). The risk is now sufficiently high to be under the remit of the Management Board.

36/15-16 Any Other Business

No other business was reported.

37/15-16 Date of Next Meeting

REPORTED:

That the date of the next meeting of the PenCLAHRC Management Board is:

- 14:00 – 16:00 on Wednesday 18th May 2016.