

Management Board

The confirmed minutes of the seventh meeting held at 10.00 on Wednesday 20th April via video-conference in meeting room 8, John Bull Building, Tamar Science Park, Plymouth, room G005, Veysey Building, Salmon Pool Lane, Exeter, and F05, the Knowledge Spa, Truro.

Attendees

Peninsula College of Medicine and Dentistry (PCMD)	Professor Steven Thornton (in the Chair) College Dean
South Western Ambulance Service Trust	Sarah Black Research and Audit Manager
Royal Devon and Exeter NHS Foundation Trust	Martin Cooper Joint Medical Director
NHS Cornwall	Katherine Gronqvist Deputy Director of Public Health
Peninsula CLAHRC	Jim Harris PPI representative
University of Exeter	Professor Janice Kay Deputy Vice Chancellor
Health Innovation and Education Cluster (South West)	Sasha Karakusevic Director
Peninsula CLAHRC	Professor Willem Kuyken Theme Lead representative
Peninsula CLAHRC	Professor Stuart Logan Director
Peninsula Dental School	Professor David Moles Director of Postgraduate Research & Training
NHS Devon and Torbay Care Trust	Tracey Polak Assistant Director of Public Health
South Devon Healthcare NHS Foundation Trust	Dr Fiona Roberts Research and Development Manager
Peninsula CLAHRC	Professor Ken Stein Deputy Director (Exeter)
Peninsula CLAHRC	Shirley Stevens PPI representative
University of Plymouth	Professor Mary Watkins Deputy Vice Chancellor
Secretary to the Management Board	Helen Papworth Operational & Finance Manager

Apologies:

South Devon Healthcare NHS Foundation Trust	Professor Ben Benjamin
Peninsula CLAHRC	Professor Nicky Britten Lead for PPI ¹ and Evaluation

¹ Public and Patient Involvement
hpapworth

The NIHR CLAHRC for the South West Peninsula

Royal Cornwall Hospitals NHS
Trust

Peter Colclough
Chief Executive

Torbay Care Trust

Anthony Farnsworth
Chief Executive

Peninsula CLAHRC

Professor Bob Freeman
Locality Lead representative

NHS South West

Richard Gleave
Director of Programme Implementation

Peninsula CLAHRC

Professor Christian Gericke
Deputy Director (Plymouth)

Peninsula CLAHRC

James Irvine
PPI representative

NHS Plymouth

Debra Lapthorne
Director of Public Health

Plymouth Hospitals NHS Trust

Alex Mayor
Medical Director

NHS Cornwall

Felicity Owen
Director of Public Health

NHS Devon

Dr Virginia Pearson
Director of Public Health

Plymouth Hospitals NHS Trust

Paul Roberts
Chief Executive

Devon Partnership Trust

Iain Tulley
Chief Executive

Peninsula Comprehensive Local
Research Network

Professor Anthony Woolf
Clinical Director

10/10-11 Minutes

APPROVED:

The minutes of the sixth meeting of the Peninsula CLAHRC
Management Board held on 10th November 2011 (PCMB 11/10-11).

11/10-11 Matters Arising

(a) Member for South Devon Healthcare Trust
(minute 01/10-11(d) refers)

REPORTED:

That Professor Ben Benjamin would be the Trust's new
representative.

(b) Improving engagement with the NHS
(minute 04/10-11(a) (i) refers)

RECEIVED:

An oral report from the Director, noting;

- (i) That PenCLAHRC continued to be challenged with engaging at a strategic level in the NHS, noting that senior management had more pressing priorities in the current uncertain organisational climate.
 - (ii) That effort had been made to interface with QIPP² groups and new GP commissioners, but the timescales involved were even tighter than usual for the NHS.
 - (iii) That the Management Board could assist by acting as advocates for PenCLAHRC within the NHS, explaining how research could help to improve service delivery.
- (c) Implications of the NHS reorganisation
(minute 04/10-11(a) (i) refers)

RECEIVED:

An oral report from the Director, noting;

- (i) That, the key issue for PenCLAHRC was finding an appropriate successor body or consortium to replace the Strategic Health Authority which had acted as lead administrative organisation: NHS South West held the contract with the Department of Health for the direct funding.
- (ii) That NHS South West had also originally agreed to underwrite the matched funding, although the completion of the annual financial report (paper PCMB 16/10-11 refers) would clarify whether there would be any shortfall by the end of the pilot.
- (iii) That PenCLAHRC had identified four areas where the reorganisation of the NHS would have an operational impact, and submitted these to the PCMD Steering Group examining the implications of the recent White Paper (minute 06/10-11 (c) refers).

12/10-11 Governance

CONSIDERED:

- (a) An oral report from the Director describing the activities of the PenCLAHRC Executive Group since the last meeting, noting;

² Quality, Innovation, Productivity and Prevention: A Department of Health initiative responding to the current financial situation in the NHS by focusing on improving quality and productivity while making efficiency savings.

- (i) That NIHR had indicated that, although no official decision had yet been taken, it was likely that a new funding round for CLAHRCs would be launched in 2012.
 - (ii) That the Collaboration was achieving some success in terms of the patient-focused research activities set out in the original application (paper PCMB 17/10-11, a list of grant applications and publications arising from PenCLAHRC, refers). However, it was important to maintain a focus on high quality academic outputs in light of the 2014 [Research Excellence Framework](#) (REF) exercise.
 - (iii) That a more coherent strategy for delivering implementation activities with the NHS was being developed by Professor Gericke.
 - (iv) That research skills capacity was being built through evidence-based practice sessions and Phd studentships, and that PPI activities had been particularly successful.
- (b) An oral report from the Director as Lead for the University of Exeter's Science Strategy Translational Medicine Theme, noting;
- (i) That the initial investment provided through the Science Strategy had attracted new academic staff and facilitated greater research collaboration around key themes e.g. obesity and ageing.
 - (ii) That a further tranche of funding had been agreed with 23 chairs advertised across the University over the past six months.

RECEIVED:

- (c) A summary of the main business of the meetings of the PenCLAHRC Executive Group since November 2010 (PCMB 12/10-11).
- (d) The minutes of the last University of Exeter's Science Strategy Translational Medicine Management Board meeting held on 1st October 2010 (PCMB 13/10-11).
- (e) The minutes of the University of Exeter's Science Strategy Translational Medicine Theme External Advisory Board held on 21st December 2010, (PCMB 14/10-11), noting that the most useful insight had been the need for PenCLAHRC to focus on delivering outputs.

13/10-11 Reporting and Performance Management

RECEIVED:

- (a) The second annual report to NIHR covering the period 1st October 2009 – 30th September 2010 (PCMB 15/10-11).
- (b) The financial annual report guidance and templates covering the period 1st April 2010 – 31st March 2011 (PCMB 16/10-11).
- (c) A list of grant applications and publications arising from PenCLAHRC (PCMB 17/10-11), noting that a supplementary paper, currently being prepared by the University of Exeter's Research and Knowledge Transfer office, summarising applications and awards associated with the Science Strategy programme, would be circulated when available.

14/10-11 Communications

RECEIVED:

An oral report from the Director, in the absence of the Executive Lead for Communications, Professor Christian Gericke, noting;

- (a) That Professor Gericke had agreed to act as Executive Lead for communications, an area of significant weakness within PenCLAHRC.
- (b) That, following discussion with staff at an away day in February, a draft strategic document had been considered by the Executive Group.
- (c) That a number of operational issues were being addressed in the meantime, including re-launching the public website and recruiting to a support staff post to maintain content and collect data.

15/10-11 Engagement by Design[©] modelQuestion Generation and Prioritisation

RECEIVED:

A report from the Lead for Question Generation and Prioritisation, Professor Ken Stein, regarding the third round which concluded in December 2010 (PCMB 19/10-11), noting;

- (a) That the fourth round of prioritisation was currently in progress with eight topics being taken forward to the Stakeholder Prioritisation Panel meeting on 16th June 2011.

- (b) That one theme emerging from the NHS was the use of different technologies and ways of working to improve efficiency. This presented new research challenges but also opportunities. It was noted that there were fundamental research questions behind these interventions about equity of access for service users.
- (c) That following discussion with the Executive Group, it had been agreed to reduce the frequency of the question generation process from six to nine months. This would help manage the throughput of uncertainties and development of achievable research projects within the remaining years of the pilot.

16/10-11 Risk Management

CONSIDERED:

A report, with appendix, on the current version of the Peninsula CLAHRC Risk Register (PCMB 20/10-11), noting:

- (a) That the discussion had already explored some of the issues around the highlighted risks.
- (b) That a significant plank of the developing communications strategy should be to coordinate opportunities for University and NHS discussion about HIECs, CLAHRCs and emerging organisations in the new organisational landscape in one place.

RESOLVED:

That the Chair would communicate to the Director current intelligence about local GP commissioning arrangements.

17/10-11 Project Plan

RECEIVED:

The Project Plan for the Peninsula CLAHRC (PCMB 21/10-11).

18/10-11 Any Other Business

New Clinical Lecturer in Evidence Based Dentistry

REPORTED:

That Dr Mona Nasser had recently been appointed as Clinical Lecturer in Evidence Based Dentistry at the Peninsula Dental School and was making contacts with several PenCLAHRC staff.

19/10-11 Date of Next Meeting

REPORTED:

That the following dates for meetings in 2011/12 are proposed:

- Wednesday 9th November 1300 - 1500
- Wednesday 25th April 1000 - 1200