

Paper K

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

REPORT BY TRUST BOARD COMMITTEE TO TRUST BOARD

DATE OF TRUST BOARD MEETING: 1 March 2012

COMMITTEE: UHL RESEARCH AND DEVELOPMENT COMMITTEE

CHAIRMAN: Mr M Hindle, Trust Chairman

DATE OF COMMITTEE MEETING: 6 February 2012

RECOMMENDATIONS MADE BY THE COMMITTEE FOR CONSIDERATION BY THE TRUST BOARD:

There were no specific recommendations for the Trust Board arising from the Research and Development Committee meeting held on 6 February 2012.

OTHER KEY ISSUES IDENTIFIED BY THE COMMITTEE FOR CONSIDERATION BY THE TRUST BOARD:

The following items were highlighted for the attention of the Trust Board:

- Outcome of BRU Capital Bids (Minute 18/2/3), and
- East Midlands Congenital Heart Centre – Update on Progress (Minute 20/12)

DATE OF NEXT COMMITTEE MEETING: 5 March 2012

**Mr M Hindle, Trust and Research and Development Committee Chairman
24 February 2012**

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

**MINUTES OF A MEETING OF THE UHL RESEARCH AND DEVELOPMENT COMMITTEE
HELD ON MONDAY 6 FEBRUARY 2012 AT 2.30PM IN THE BOARD ROOM,
VICTORIA BUILDING, LEICESTER ROYAL INFIRMARY**

Present:-

Mr M Hindle – Trust Chairman (Chair)
Professor R Baker - LNR CLAHRC Director
Professor D Field – Professor of Neonatal Medicine
Dr D Hetmanski – Assistant Director of Research and Development
Mrs S Khalid - Chief Pharmacist
Mr M Lowe-Lauri - Chief Executive
Professor B Morgan – Professor of Cancer, Imaging and Radiology
Professor D Rowbotham – Director of Research and Development
Dr A Tierney – Director of Strategy
Mr M Wightman – Director of Communications and External Relations
Professor D Wynford-Thomas - UHL Non-Executive Director and Dean of the University of Leicester Medical School

In attendance:-

Mrs G Belton – Trust Administrator
Professor Graeme Currie – Professor of Public Services Management, Head of International Governance and Public Management, Warwick Business School (for Minute 19/12 only)
Mr B Litchfield-Cant – PhD Student (for Minute 19/12 only)
Mr A Lotto – Consultant Cardiac Surgeon / Research Director, East Midlands Congenital Heart Centre (for Minute 20/12 only)

	<u>RESOLVED ITEMS</u>	<u>ACTION</u>
16/12	APOLOGIES Apologies for absence were received from Professor C Brightling, Professor of Respiratory Medicine; Dr K Harris, Medical Director; Mr P Panchal, Non-Executive Director; Professor N Samani, BRU Director; Mr S Sheppard, Assistant Director of Finance; Dr A Thomas, Reader and Consultant in Medical Oncology and Mrs J Wells, Patient Adviser.	
17/12	MINUTES <u>Resolved</u> – that the Minutes of the Research and Development Committee meeting held on 9 January 2012 (paper A refers) be confirmed as a correct record.	
18/12	MATTERS ARISING	
18/12/1	<u>Matters Arising Report</u> Members reviewed the contents of the Matters Arising report (paper B refers) and discussion took place regarding the following items:- (a) Minute 03/02 (third item) – it was agreed that this would be removed from the Matters Arising Report as this item did not require scheduling at a future meeting; (b) Minute 03/02 (fourth item) – it was agreed to provisionally schedule receipt of the national guidance regarding the 'Management of Intellectual Property in the NHS' at the April 2012 meeting of the Research and Development Committee; (c) Minute 112/11/2 (first item) – it was agreed that this would be removed from the Matters Arising report as the recruitment of research posts had now been incorporated as an indicator for monitoring within the R & D scorecard.	TA TA/DRD TA
	<u>Resolved</u> – that the matters arising report (paper B) be received and noted and the	

actions described above (points (a), (b) and (c) refer) be undertaken accordingly.

TA

18/12/2 Academic Health Innovation Networks (Minute 04/12) – Innovation Strategy Group Proposed Terms of Reference

The Director of Strategy presented paper 'C', which detailed the proposed terms of reference for the Innovation Strategy Group, and sought feedback on the content from members.

The Committee endorsed the proposed terms of reference as presented subject to the following:

- (1) the inclusion of Professor Wynford-Thomas, UHL Non-Executive Director and Dean of the University of Leicester Medical School in the membership of the Innovation Strategy Group, and
- (2) the inclusion of information regarding the reporting line for the Group – it was recommended that the appropriate reporting line would be for the Group to report to the Executive Team (ET Committee).

Resolved – that the proposed terms of reference for the Innovation Strategy Group (paper C refers) be endorsed subject to the above referenced inclusions (points (1) and (2) refer).

DS

18/12/3 Outcome of BRU Capital Bids (Minute 09/12)

The Director of Research and Development reported verbally on the successful outcome of the recent BRU capital bids that had been submitted, noting that the Diabetes application had received funding for half of the bid submitted in relation to renovation work. The Respiratory Bid had been awarded £2.1m for the BRU build and had received funding for half of the equipment sought through the bid (excluding the MRI scanner elements).

Following discussion, it was agreed to schedule an item on the agenda of the first Joint BRU Board meeting regarding potential options for the BRUs in pursuing an upgrade for the MRI scanner given that the BRUs had been unsuccessful in this aspect of their capital bid.

DRD

Resolved – that (A) this verbal information be noted,

(B) an item be scheduled on the agenda of the first Joint BRU Board meeting regarding potential options for the BRUs in pursuing an upgrade for the MRI scanner, and

DRD

(C) this item be highlighted to the Trust Board on 1 March 2012 through these Minutes.

19/12 **STRATEGY ALIGNMENT**

The Director of Strategy noted that traditionally the Research and Development Committee had focused primarily on the clinical side of Research and Development. However there was a growing agenda around the health and management services aspects and in recognition of this, three PhD projects had been established in collaboration between the Trust and the University of Nottingham, and funded by FSF. This item on Strategy Alignment was the first of three scheduled presentations to the Committee from the three PhD students undertaking this research.

The Director of Strategy introduced Mr B Litchfield-Cant, a PhD student who had been undertaking doctoral research (PhD) in partnership with UHL for over a year. Overall, this research sought to understand and improve complex strategic planning, particularly in the identification of planning processes which weaved stakeholder ownership into resulting

plans, and paper D, as presented to the Committee, detailed emerging insights to-date.

In subsequent discussion on this item, members:

- (i) expressed their thanks to Mr Litchfield-Cant for the work undertaken to-date and his presentation to the Committee;
- (ii) noted the Director of Strategy's comments that Mr Litchfield-Cant's input around the Site Configuration Board had been hugely helpful, and also her expression of thanks to Professor Rowbotham, Director of Research and Development for the support he and his team had extended to these projects, and
- (iii) commented on the complex nature of decision-making in the NHS, as well as NHS Stakeholder cultures and recognised the need to manage emerging risks, as well as to recognise the value of this work to LLR as a whole in terms of overall service reconfiguration.

Resolved – that the contents of paper D and the additional verbal information provided be received and noted.

20/12 EAST MIDLANDS CONGENITAL HEART RESEARCH CENTRE – UPDATE ON PROGRESS

Further to Minute 72/11 of 13 June 2012, Mr A Lotto, Consultant Cardiac Surgeon and Research Director, East Midlands Congenital Heart Centre attended to present paper 'E', which detailed the progress achieved to-date in line with the targets outlined in the East Midlands Congenital Heart Centre Research (EMCHC) Strategy, including the formal appointment of a Research Board with representation from every clinical area encompassed by the EMCHC.

One of the areas of focus over the coming few months was the development of a three to five year research strategy to be presented to the Research and Development Committee at its meeting in June 2012.

CCS/TA

Following presentation of the report, particular discussion took place regarding the following:

- (i) the topics warranting further research in this field – these included ECMO and paediatric surgery, and the desire expressed by Mr Lotto to collaborate with other Centres in such research was noted;
- (ii) potential means by which to maximise the Trust's research potential by associations / collaboration between work on-going in different areas and specialties within the Trust;
- (iii) recognition of the value that could be achieved by basing research proposals around themes to create a stronger sense of definition, and it was agreed that the Director of Research and Development would assist in further such discussion to inform the three to five year strategy, and
- (iv) the reference within the report to an agreement in principle reached with Professor Samani to appoint a Senior Lecturer in 2012 – it was agreed this matter would be addressed further at the BRU Board meeting.

DRD

DRD

In conclusion, the Chairman thanked Mr Lotto for attending today's meeting, noting the progress made to-date and that planned for the future, including the presentation of the 3 to 5 year research strategy at the June 2012 Research and Development Committee meeting.

Resolved – that (A) the contents of this report be received and noted,

CCS/TA

(B) the three to five year research strategy be presented to the Research and Development Committee at its meeting in June 2012,

(C) the Director of Research and Development be requested to undertake the actions outlined under points (iii) and (iv) above, and

DRD

(D) this item be highlighted to the Trust Board on 1 March 2012 through these Minutes.

21/12 QUARTERLY R & D SCORECARD

The Assistant Director of Research and Development presented paper 'F', which detailed the Research and Development scorecard for quarter 3 (October – December 2011), during which he particularly commented on the following:

- (i) the achievements made in respect of office performance (the national target relating to which was currently 30 days) and the willingness to adopt a stretch target in this respect. However, it was noted that this matter would require further consideration in the next financial year when the target would change to monitor the time taken from valid submission to the first patient being recruited (with an intended target of 70 days), further detail on which was currently being sought by the R & D office. Note was also made that the BRU contract template would feature office performance as an indicator for monitoring, adverse variances in which could result in financial penalties. The Chairman noted the need to review any elements actionable from the Trust perspective to improve efficiency. The relevant metrics would require reporting to the Research and Development Committee, Trust Board and NHIR;
- (ii) the currently red rated performance in terms of recruitment to studies and the reasons for this. Also noted was the improvement anticipated through the forthcoming larger recruitment studies that were anticipated;
- (iii) the difficulty in reporting on a quarterly basis, statistics in relation to the success rate of grant applications due to the inherent time lag. The ADRD suggested it may be feasible to report this on an annual basis and be documented as an adjunct to the final (quarter 4) R & D scorecard. The Committee agreed with this approach.
- (iv) the performance relating to the new fast tracked vacancy process.

ADRD

Resolved – that (A) the contents of this report be received and noted, and

(B) the Assistant Director of Research and Development investigate the feasibility of reporting the success rate of grant applications on an annual basis.

ADRD

22/12 PHARMACY SERVICES

Further to Minute 98/11 of 12 September 2011, the Chief Pharmacist reported verbally to advise of continuing discussions between herself and her counterpart at Nottingham University Hospital (NUH) regarding potential collaboration between UHL and NUH, in view of the latter having its own fully licensed production facility for clinical trial investigational medicinal products (CTIMPS), the establishment of such at UHL being cost prohibitive. She noted that this developmental work remained in progress. In response, to a query raised, she confirmed that other options were available to the Trust should such a collaboration not be deemed mutually beneficial. She further noted the current work on-going within the Pharmacy to refurbish its aseptic unit.

Resolved – that this verbal report be noted.

23/12 NIHR BRU AWARDS: THE NEXT STEPS

The Director of Communications and External Relations reported verbally to advise of work being undertaken to raise organisational and external awareness of the success of the Trust's BRU applications. New signage, including signage to be featured in reception areas, was shortly to be rolled out across the Trust highlighting the fact that UHL was a research-led institution. Discussions were also underway regarding the prospect of undertaking a formal launch of the BRUs in June 2012. Work was required in terms of the production of promotional literature and enhancing the content on the Trust's external website, and a temporary (2-3 month) post was being funded by the Research and Development directorate for this purpose. Professor Wynford-Thomas made note of the recent authorisation of a post within the University of Leicester, the purpose of which would be to build the external relationship between the University and industry, and he noted the benefits that could be accrued from making relevant links between the work being undertaken separately in both UHL and the University of Leicester in this respect. It was therefore agreed that the Director of Research and Development would act as the link for this work given his seat on the University R & D Committee.

DRD

It was agreed that a further report on progress with the work being undertaken jointly by the Director of Communications and External Relations and the Director and Assistant Director of Research and Development would be presented at the April 2012 meeting of the R & D Committee.

**DCER/
DRD**

Resolved – that (A) this verbal report be noted,

(B) the Director of Research and Development to act as the link for similar work being undertaken within UHL and by the University of Leicester separately in terms of promoting the institutions externally, particularly with industry, and

DRD

(C) a further report on progress be presented at the April 2012 meeting of the R & D Committee.

**DCER/
DRD**

24/12 ONCOLOGY CLINICAL TRIALS FACILITY – UPDATE

In the absence of Dr Thomas, Reader and Consultant in Medical Oncology, the Director of Research and Development reported verbally to advise that the build was now in progress.

Resolved – that this verbal information be noted.

25/12 MINUTES FOR INFORMATION

25/12/1 Joint UHL / UL Research and Development Committee

The Chief Executive reported verbally to advise of the recent review of the joint Committee meetings undertaken between the Trust and the University of Leicester with the aim of rationalising the meeting structure. It was now proposed to hold one such Joint Committee meeting between the two parties, the first meeting of which was intended to take place in the second week of March 2012.

Resolved – that this verbal information be noted.

25/12/2 Biomedical Research Unit Board

Resolved – that the Minutes of the BRU Board meeting held on 9 December 2011 (paper G refers) be received and noted.

25/12/3 CLAHRC

Resolved – that it be noted that dates for the LNR CLAHRC Management Board were currently being sought for quarterly meetings in 2012.

26/12 **ANY OTHER BUSINESS**

26/12/1 Visit from Professor Day

The Director of Research and Development provided a verbal report on the visit to the Trust of Professor Chris Day, Pro-Vice Chancellor at Newcastle University, who came to speak to the Trust about BRUs and moving towards Biomedical Research Centre status. It was intended to summarise the feedback received from the visit, and utilise this to inform the Trust's evolving research strategy.

Resolved – that this verbal information be noted.

27/12 **IDENTIFICATION OF KEY ISSUES THAT THE COMMITTEE WISHES TO DRAW TO THE ATTENTION OF THE TRUST BOARD**

Resolved – that the following items be brought to the attention of the Trust Board at its meeting scheduled for 1 March 2012:

- Minute 18/2/3 (Outcome of BRU Capital Bids), and
- Minute 20/12 (East Midlands Congenital Heart Centre – Update on Progress).

28/12 **DATE OF NEXT MEETING**

Resolved – that the next meeting of the Research and Development Committee be held on Monday 5 March 2012 from 2.30pm – 4.30pm in the Large Committee Room, Leicester General Hospital.

The meeting closed at 4.24pm.

Gill Belton
Trust Administrator