

Paper L

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**REPORT BY TRUST BOARD COMMITTEE TO TRUST BOARD**

**DATE OF TRUST BOARD MEETING: 30 August 2012**

**COMMITTEE: UHL RESEARCH AND DEVELOPMENT COMMITTEE**

**CHAIRMAN: Mr M Hindle, Trust Chairman**

**DATE OF COMMITTEE MEETING: 13 August 2012**

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

The following item was recommended for the approval of the Trust Board:

- Proposed Changes to the Membership of the UHL R & D Committee (Minute 71/12/1 refers).

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

There were no key issues identified by the Committee for consideration by the Trust Board.

**DATE OF NEXT COMMITTEE MEETING: 10 September 2012**

**Mr M Hindle, Trust Chairman  
22 August 2012**

**UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST**

**MINUTES OF A MEETING OF THE UHL RESEARCH AND DEVELOPMENT COMMITTEE  
HELD ON MONDAY 13 AUGUST 2012 AT 2.30PM IN SEMINAR ROOM A,  
CLINICAL EDUCATION CENTRE, LEICESTER GENERAL HOSPITAL**

**Present:-**

Mr M Hindle – Trust Chairman (Chair)  
Professor M Barer – College Director of Research, University of Leicester Medical School - deputising for Professor D Wynford-Thomas, UHL Non-Executive Director and Dean of the University of Leicester Medical School (from Minute 75/12)  
Professor D Field – Professor of Neonatal Medicine  
Dr K Harris – Medical Director (from Minute 75/12)  
Dr D Hetmanski – Assistant Director of Research and Development  
Mrs S Khalid – Chief Pharmacist (from Minute 75/12 – 77/12 (part))  
Mr M Maynes – R & D Finance Lead (deputising for Mr S Sheppard, Assistant Director of Finance)  
Professor B Morgan - Professor of Cancer, Imaging and Radiology (from Minute 75/12)  
Mr P Panchal – Non-Executive Director (from Minute 75/12)  
Professor D Rowbotham - Director of Research and Development  
Dr A Thomas - Reader and Consultant in Medical Oncology  
Mrs J Wells – Patient Adviser

**In attendance:-**

Mrs G Belton – Trust Administrator  
Mr J Dias – Consultant Orthopaedic Surgeon/ Honorary Professor (for Minute 77/12)

**RECOMMENDED ITEMS**

- 71/12**            **MEMBERSHIP OF THE UHL RESEARCH AND DEVELOPMENT COMMITTEE**
- 71/12/1        Proposal for a Loughborough University Representative on the UHL R & D Committee

The Director of Research and Development reminded the Committee of previous discussion on inviting a representative of Loughborough University to sit on the UHL Research and Development Committee with the aim of facilitating the continuity of arrangements between the Trust and the University. Members supported this proposal, subject to the Trust Administrator structuring future agendas to allow confidential items concerning the University of Leicester to be taken separately, where appropriate. In conclusion, it was agreed that the Director of Research and Development would write to Loughborough University inviting representation on this Committee.

TA

DRD

**Recommended – that (A) the proposal to invite representation from Loughborough University on the UHL Research and Development Committee be supported, subject to the Trust Administrator structuring future agendas to allow confidential items concerning the University of Leicester to be taken separately, where appropriate, and**

TA

**(B) the Director of Research and Development therefore be requested to write inviting such representation from Loughborough University.**

DRD

- 71/12/2        Interim Chief Executive

The Chairman noted that Mr J Birrell, Interim Chief Executive, would not be attending this or imminent meetings of the Research and Development Committee in light of the need for operational matters to take precedence at the current time. He undertook to bring to the attention of the Interim Chief Executive any particular issues arising from these meetings requiring his attention. It was noted that the Director of Research and Development

would also raise any relevant issues requiring the attention of the Interim Chief Executive and other Executive Directors during the standing item on Research and Development on the agenda of the weekly Executive Team meeting.

**Recommended** – that (A) the above information regarding the Interim Chief Executive's attendance at Research & Development meetings be noted,

(B) the Chairman be requested to bring to the attention of the Interim Chief Executive any particular issues arising from these meetings requiring his attention, and

Chairman

(C) the Director of Research and Development also be requested to raise any relevant issues requiring the attention of the Interim Chief Executive and other Executive Directors during the standing item on Research and Development on the agenda of the weekly Executive Team meeting.

DRD

71/12/3 GP Commissioner Representation

Minute 80/12 below detailed a proposal for the Chairman to discuss with Commissioners the possible benefits to be gained from inviting GP Commissioner representation at UHL R & D Committee meetings.

**Recommended** – that the above proposal be noted.

#### **RESOLVED ITEMS**

#### **ACTION**

72/12 **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Professor R Baker, LNR CLAHRC Programme Director, Mr J Birrell, Interim Chief Executive, Professor C Brightling, Professor of Respiratory Medicine, Professor N Samani, BRU Director, Mr S Sheppard, Assistant Director of Finance, Dr A Tierney, Director of Strategy, Mr M Wightman, Director of Communications and External Relations and Professor D Wynford-Thomas, UHL Non-Executive Director and Dean of the University of Leicester Medical School.

73/12 **A RECORD OF THANKS**

The Chairman made note of the significant contribution made to Research and Development at the Trust by Mr Lowe-Lauri, the previous Chief Executive, for which he expressed thanks on behalf of the Trust and the Research & Development Committee.

**Resolved** – that this record of thanks be noted.

74/12 **MINUTES**

**Resolved** – that the Minutes of the Research and Development Committee meeting held on 14 May 2012 (paper A refers) be confirmed as a correct record, subject to the last sentence of paragraph 3 of Minute 60/12 (Acute Division Strategy: Respiratory Medicine) being amended to read; 'Further to a lengthy discussion on this matter, the Committee Chairman agreed to liaise with the Vice Chancellor of the University of Leicester *to ensure continued development of a joint research strategy between both the organisations.*'

TA

75/12 **MATTERS ARISING**

75/12/1 Matters Arising Report

In discussion on the matters arising report at paper B, the following was noted:-

- |   |                    |
|---|--------------------|
| (a) Minute 59/12 (Ophthalmic Research at UHL) – the Director of Research and Development advised that a meeting was due to be held shortly between the Facilities Team and the Planned Care Division to discuss issues relating to the office accommodation of the Ophthalmic Research team. He undertook to submit a progress report on this issue to the next (September 2012) meeting of the Research and Development Committee;   | DRD/TA             |
| (b) Minute 61/12 (Children’s Business Case) – the Director of Research and Development confirmed that work remained on-going in respect of the Children’s Business Case, and he undertook to present a report on this item at the next (September 2012) meeting of the Research and Development Committee. In further discussion, it was agreed that the Chairman would discuss the post of Professor of Child Health with the Vice Chancellor of the University of Leicester;  | DRD/TA<br>Chairman |
| (c) Minute 62/12 (UHL Biomedical Research Units (BRUs): An Update) – the Assistant Director of Research and Development confirmed that a ‘Branding Workshop’ had been arranged to take place towards the end of October 2012, and members noted the need to consider the various groups who would be the audience for the outcome of this work, including the SHA;  | ADRD/<br>DCER      |
| (d) Minute 63/12 (Strategic Partnership with the University of Loughborough) – in discussion on this item, it was agreed that the Chairman would write to the incoming Vice Chancellor of Loughborough University to invite him to sit in on a meeting of the UHL Research and Development Committee with the aim of continuing to build on the good relationship which the Trust had with the University. The Director of Research and Development also made reference to the proposal for permanent representation from Loughborough University on the UHL R & D Committee (Minute 71/12/1 above refers);             | Chairman           |
| (e) Minute 65/12 (National Centre for Sports and Exercise Medicine: NCSEM) – the Director of Research and Development provided a verbal update on recent developments, including the plan for a new building on Loughborough University campus to house the NCSEM. Whilst the two other proposed centres at Sheffield and London would be treating only athletes, staff at Loughborough University would also be seeing patients with chronic illness, making the facility unique in this respect. The University of Leicester Hospitals NHS Trust was taking the lead in respect of the Clinical Governance Framework; |                    |
| (f) Minute 66/12 (Oncology Clinical Trials Facility: Update) – the Assistant Director of Research and Development advised members that the development of a brand for the Oncology Clinical Trials Facility would be included within the work being taken forward as part of the ‘Branding Workshop’ at the end of October 2012 (point c above also refers);  | ADRD/<br>DCER      |
| (g) Minute 67/12/3 (CLAHRC) – the Director of Research and Development reported verbally to advise that a call for replacement CLAHRCs was currently expected in Autumn 2012, and   |                    |
| (h) Minute 31/12/1 (relating to discussions with the NIHR re: pursuing an upgrade to the BRU MRI Scanner) – the Director of Research and Development confirmed that this matter was being pursued by the Joint BRU Board, and a further update would be provided at the next meeting of the Joint BRU Board in a month’s time. Professor Morgan, Professor of Cancer, Imaging and Radiology also undertook to ensure that this item was discussed at a meeting of the Lifestyle BRU scheduled that week.  | DRD/<br>P,CIR      |

**Resolved – that the contents of the matters arising report be noted and all associated actions agreed above (points (a), (b), (c), (d), (f) and (h) refer) be undertaken.**

**76/12 REPORT BY THE CHIEF PHARMACIST**

**Resolved – that this item be classed as confidential and taken in private accordingly.**

**77/12 RESEARCH & DEVELOPMENT IN THE MUSCULO-SKELETAL SERVICES**

## SPECIALTIES

Mr J Dias, Consultant Surgeon, attended to give a presentation on the research and development work being undertaken within the Orthopaedic / Musculo-Skeletal Services Specialty. Paper D provided a detailed background to this presentation.

Whilst UHL had one of the largest units in the country for Orthopaedics / Musculo-Skeletal Services based on procedures undertaken, and had a young Consultant team which was now the joint first largest single team delivering orthopaedics nationally, its research activity and investment in research was not commensurate. Mr Dias noted that he was an Honorary Chair with no specific sessions allocated for research. There was also an Honorary Senior Lecturer and three administrative staff funded by UHL and hosted by the University of Leicester. Mr Dias described to the Committee the main activities of the research team to-date, recent achievements and what the department needed in order to progress its research capabilities, including space to have the required staff members all in one location, administrative support and dedicated programmed activities (PAs). He further noted that this area of research required assistance nationally as well as locally.

In discussion on this item, members:

- (i) suggested that Mr Dias make an approach to potential alternative academic partners, in light of the University of Leicester being unable to support a Senior Lecturer bid as it did not fit into an appropriate theme for them in terms of the way that the University was assessed. In further discussion on this item, it was agreed that Mr Dias would make contact with alternative academic partners accordingly to determine their interest as a potential partner in taking forward this work.; JD
- (ii) noted the strong support expressed by the Director of Research and Development for the work being led by Mr Dias, noting the real advances that had been made in the last three to four years with a real contribution to the Trust's research output;
- (iii) noted the query raised by Mrs Wells, Patient Adviser, as to whether the department met the 18 weeks RTT target in relation to hip and knee replacements – Mr Dias confirmed that the Trust met the 18 weeks target, and
- (iv) noted that the Trust, through its R & D Strategy, needed to have a means by which to support R & D in all of its services and assist all of its staff to undertake research. In light of the issues described concerning office space it was agreed that the Director of Research and Development would assist in the process of identifying suitable office accommodation within the Trust. DRD

In conclusion, the Chairman thanked Mr Dias for attending the Committee meeting to brief members of this work, which was appreciated.

**Resolved – that (A) the contents of this presentation and associated paper D be received and noted,**

**(B) Mr Dias be requested to make contact with other potential academic partners as described under point (i) above, and** JD

**(C) the Director of Research and Development be requested to assist in identifying suitable office accommodation within the Trust for the purpose of orthopaedic research.** DRD

78/12

## QUARTERLY RESEARCH AND DEVELOPMENT SCORECARD

The Assistant Director of Research and Development presented paper 'E', which detailed the R & D scorecard for the period January to March 2011/12. All targets had been achieved (RAG rated green) with the exception of the target relating to 'Own Account' research activity and those relating to recruitment to both portfolio and non-portfolio studies, although the Trust had been close to target and CLRN as a whole had

successfully achieved the target.

In discussion on this item, members:

(i) noted that the Assistant Director of R & D would be further reviewing and enhancing the process for the indicator relating to 'Days to Vacancy Panel' for Research Posts;

**ADRD**

(ii) queried whether it would be possible to extend the measures relating to appointment to research posts to include situations involving renewal of contracts (it was planned to incorporate this element shortly) and also issues concerning posts being signed off at the end of the financial year (the Assistant Director of R & D undertook to look into this issue also);

**ADRD**

(iii) noted the benefits to be gained from close liaison between the Trust's R & D office and the University with regard to appointment to research posts, noting the penalties should posts not be appointed to within the required timeframes – at Professor Barer's suggestion, it was agreed that the Director and Assistant Director of Research and Development would hold joint discussions with the University of Leicester and the HR partner of the University of Leicester to discuss the timeliness of the process for appointing to research posts, and

**DRD/  
ADRD**

(iv) agreed that the Director of Research and Development would give consideration as to the appropriateness of raising relevant issues with the Workforce and Organisational Development Committee.

**DRD**

The Director of Research and Development presented paper 'E1' which detailed the recruitment of patients to NIHR portfolio clinical trials by organisation in 2011/12, as published in the Guardian. UHL was eleventh on a list of four hundred and five organisations in terms of the number of patients recruited to studies (with number one on the list having recruited the largest number of patients and the four hundred and fifth organisation having recruited the least).

**Resolved – that (A) the contents of papers E and E1 be received and noted,**

**(B) the Assistant Director of Research and Development be requested to undertake the actions outlined under points (i) and (ii) above,**

**ADRD**

**(C) the Director and Assistant Director of Research and Development be requested to undertake the action outlined under point (iii) above, and**

**DRD/  
ADRD**

**(D) the Director of Research and Development be requested to undertake the action outlined under point (iv) above.**

**DRD**

## **79/12 PUBLICATIONS / CITATIONS UPDATE**

Further to Minute 46/12 of 2 April 2012, the Assistant Director of Research & Development presented paper 'F', which provided an update on work regarding publications and citations.

The R & D scorecard reported on the total number of publications involving the Trust in the previous calendar year. Previously, members of the Committee had requested that the reporting of the publication data was expanded to give an indication of the quality and impact of the articles. At the April 2012 meeting, members had further suggested that the citation and impact factors should be broken down to various research areas. The top ten citations for 2010 publications in Cardiovascular, Respiratory, Paediatrics, Obstetrics and Gynaecology, Oncology and Endocrinology were therefore appended to paper F for members' information.

Following discussion on the relative merits of producing this information on a regular basis for Committee members (noting the advantages of this information but also its potential limitations), it was agreed that the Assistant Director of Research and Development would include this item, in terms of what information relating to citations / publications would be

valuable to both the Trust and the wider public, within the matters to be considered at the 'Branding Workshop' scheduled for October 2012. Also noted was the offer made by Professor Barer for the University to advise further in aspects of this work (such as ensuring that UHL was cited properly in relevant articles, and in potentially helping to establish fixed searches).

ADRD

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

**(B) the Assistant Director of Research and Development be requested to include this item, in terms of what information relating to citations / publications would be valuable to both the Trust and the wider public, within the matters to be considered at the 'Branding Workshop' scheduled for October 2012 (and to make note of the potential assistance which the University could provide to the Trust in this area as described above).**

ADRD

## 80/12 FINANCIAL REPORTING SYSTEM FOR RESEARCH & DEVELOPMENT

The R & D Finance Lead presented paper 'G', which provided an update on the Financial Governance Project and Attributing the costs of health and social care Research and Development (AcoRD). The R & D Finance Lead advised members that he would be presenting a report to the November 2012 meeting of the R & D Committee which summarised all of the work undertaken to-date.

RDFL/  
TA

Particular discussion took place regarding the financial implications of AcoRD for the Trust and, in light of the issues raised in this respect, members considered that it might be helpful to have a GP Commissioner presence at meetings of the R & D Committee. It was therefore agreed that the Chairman would discuss with Commissioners the possible benefits to be gained from inviting GP Commissioner representation at UHL R & D Committee meetings.

Chair

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

**(B) the Research and Development Finance Lead be requested to submit a report to the November 2012 meeting of the R & D Committee summarising all the work undertaken to-date, and**

RDFL/  
TA

**(C) the Chairman be requested to discuss with Commissioners the possible benefits to be gained from inviting GP Commissioner representation at UHL R & D Committee meetings.**

Chair

## 81/12 ITEMS FROM THE DIRECTOR OF RESEARCH AND DEVELOPMENT

### 81/12/1 Expressions of Interest for an East Midlands Academic Health Service Network

The Director of Research and Development presented paper 'H' which documented the completed Expression of Interest for an East Midlands Academic Health Service Network, as submitted to the Department of Health (DoH). The application had been successful with the DoH subsequently extending an invitation for the group to submit to the first wave by the end of September 2012.

The Director of Research and Development described the current formation and working arrangements of the group steering forward this development, noting the possible need for further representation from Leicester in the application process. He further noted that this item was on the agenda for discussion at the Executive Team meeting.

**Resolved – that the contents of this report and the additional verbal information provided be received and noted.**

81/12/2 East Midlands Health Sciences Cluster

**Resolved** – that the contents of paper I (which detailed the Minutes of the meeting of the East Midlands Health Sciences Cluster held on 16 July 2012) be received and noted.

81/12/3 National R & D Directors Meeting

The Director of Research and Development reported verbally in respect of a National R & D Directors meeting he had attended that had been chaired by Dame Sally Davies. He further noted that the Trust's R & D team had been invited to present at forthcoming national R & D workshops to demonstrate best practice.

**Resolved** – that this information be noted.

82/12 **MINUTES FOR INFORMATION**

82/12/1 Strategic Partnership Joint Committee

**Resolved** – that it be noted that the Minutes of the Strategic Partnership Joint Committee were circulated outwith the meeting to relevant members.

82/12/2 Joint Biomedical Research Board

**Resolved** – that the Minutes of the Joint Biomedical Research Board meeting held on 25 June 2012 (paper J refers) be received and noted.

82/12/3 LNR CLAHRC Management Board

Members received and noted the Minutes of the LNR CLAHRC Management Board meeting held on 13 June 2012 (paper K refers). The Chairman reported verbally to advise that, further to a meeting between Professor Baker, LNR CLAHRC Programme Director and Mr Birrell, UHL Interim Chief Executive, Mr Birrell had agreed to chair the LNR CLAHRC Management Board (note being made that the UHL CEO was Chairman of the LNR CLAHRC Management Board in its terms of reference).

**Resolved** – that (A) the Minutes of the LNR CLAHRC Management Board meeting held on 13 June 2012 (paper K refers) be received and noted, and

(B) details regarding the Chairmanship of LNR CLAHRC Management Board meetings be noted.

ICEO

83/12 **ANY OTHER BUSINESS**

**Resolved** – that there were no further items of business.

84/12 **IDENTIFICATION OF KEY ISSUES THAT THE COMMITTEE WISHES TO DRAW TO THE ATTENTION OF THE TRUST BOARD**

**Resolved** – that the following key issues be brought to the attention of the Trust Board:

- proposed (temporary and permanent) changes to the membership of the Research & Development Committee (Minute 71/12 above), and
- Report from the Chief Pharmacist (Minute 76/12 above refers).

85/12 **DATE OF NEXT MEETING**

**Resolved** – that the next meeting of the Research and Development Committee be held on Monday 10 September 2012 from 2.30pm until 4.30pm in the Large Committee Room, Leicester General Hospital.

The meeting closed at 4.43pm.

**Cumulative Record of Members' Attendance (2012-13 to date):**

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
R Baker *	3	1	33%	B Morgan *	3	3	100%
C Brightling *	3	1	33%	N Samani *	3	1	33%
D Field *	3	3	100%	S Sheppard / M.Maynes	3	3	100%
K Harris	3	2	67%	P Panchal	3	3	100%
D Hetmanski	3	3	100%	D Rowbotham	3	2	67%
M Hindle	3	3	100%	A Thomas *	3	2	67%
S Khalid	3	2	67%	A Tierney	3	1	33%
M Lowe-Lauri	2	2	100%	J Wells*	3	2	67%

\* non-voting members

Gill Belton  
**Trust Administrator**