

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST
REPORT BY TRUST BOARD COMMITTEE TO TRUST BOARD

DATE OF TRUST BOARD MEETING: 28 March 2013

COMMITTEE: UHL RESEARCH AND DEVELOPMENT COMMITTEE

CHAIRMAN: Mr M Hindle, Trust Chairman

DATE OF COMMITTEE MEETING: 7 March 2013

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

- None.

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

- None

DATE OF NEXT COMMITTEE MEETING: The UHL Research and Development Committee has been disbanded as a Board-level Committee and has been re-established as an Executive Level group. Key aspects of strategy and performance will be reported by the Chair/Co-Chair on a quarterly basis to the Trust Board with exceptional reporting as required.

Mr M Hindle, Trust Chairman
22 March 2013

UNIVERSITY HOSPITALS OF LEICESTER NHS TRUST

**MINUTES OF A MEETING OF THE UHL RESEARCH AND DEVELOPMENT COMMITTEE HELD
ON THURSDAY 7 MARCH 2013 AT 3.00PM IN THE BOARD ROOM, VICTORIA BUILDING,
LEICESTER ROYAL INFIRMARY**

Present:-

Mr M Hindle – Trust Chairman (Chair)
Professor D Field - Professor of Neonatal Medicine
Dr K Harris – Medical Director
Dr D Hetmanski – Assistant Director of Research and Development
Professor B Morgan – Professor of Cancer, Imaging and Radiology
Mr P Panchal – Non-Executive Director
Ms B Pattani – Acting Chief Pharmacist
Professor D Rowbotham - Director of Research and Development
Dr A Thomas - Reader and Consultant in Medical Oncology
Mrs J Wells – Patient Adviser
Professor D Wynford-Thomas – Dean of the University of Leicester Medical School and UHL Non-Executive Director.

In attendance:-

Mrs H Majeed – Trust Administrator

RESOLVED ITEMS

ACTION

12/13 APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr J Adler, Chief Executive, Professor R Baker, LNR CLAHRC Programme Director, Professor M Nimmo, Pro-Vice Chancellor of Research, Loughborough University, Professor N Samani, BRU Director and Mr S Sheppard, Assistant Director of Finance.

13/13 MINUTES

Resolved – that the Minutes of the Research and Development Committee meeting held on 11 February 2013 (paper A refers) be confirmed as a correct record.

14/13 MATTERS ARISING

14/13/1 Matters Arising Report

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

- | | |
|--|------------------------------|
| (a) Minute 03/13b (Clinical Research Support Group) – the Chairman advised that he had discussed the means by which to increase the profile of the Clinical Research Support Group with the Director of Communications and External Relations and an update would be provided to the Research and Development Executive Committee in April 2013; | DCER |
| (b) Minute 04/13 (Branding) – the Assistant Director of Research and Development advised that progress was being made and an update would be provided to the Research and Development Executive Committee in April 2013 ; | ADRD |
| (c) Minute 06/13/1 (Medical Physics Strategy) – the Director of Research and Development noted the need for the progression of the Medical Physics Strategy in liaison with the University of Leicester; | DRD/
DWT,
NED |
| (d) Minute 06/13/3 (Sensing Systems for Healthcare – application to EPSRC by Loughborough University) – the Director of Research and Development advised that the Trust was not successful; | |
| (e) Minute 93/12 (Research and Development in the Women’s and Children’s Division) | |

– the Medical Director provided assurance that the issues were being appropriately resolved.

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

(B) the Director of Communications and External Relations, Assistant Director of R&D and Director of R&D be requested to undertake the actions outlined under points (a), (b) and (c) above respectively.

DCER/
ADRD/
DRD/TA

15/13 REPORT FROM THE DIRECTOR OF RESEARCH AND DEVELOPMENT (ON BEHALF OF THE LNR CLAHRC PROGRAMME DIRECTOR)

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

16/13 R&D EXECUTIVE COMMITTEE – TERMS OF REFERENCE

In considering paper C (terms of reference of the R&D Executive Committee), the following amendments were made:-

MD/
DCLA

- (a) the following sentence be included in the 'Reporting and review section' – key aspects of strategy and performance to be reported by the Chair/Co-Chair on a quarterly basis to the Trust Board with exceptional reporting as required;
- (b) under Membership - the non-voting capacity rights for the 3 Clinicians and Patient Adviser be removed, and
- (c) membership to include a representative from Human Resources Directorate.

Resolved – that subject to the above changes the terms of reference be approved.

MD/
DCLA

17/13 MINUTES FOR INFORMATION

17/13/1 Biomedical Research Unit Board

Resolved – that it be noted that the February 2013 Minutes of the Biomedical Research Unit Board will be reported to the next meeting of the Committee.

17/13/2 LNR CLAHRC Management Board

Resolved – that the minutes of the LNR CLAHRC Management Board held on 25 February 2013 will be presented to the next meeting of the Committee.

18/13 IDENTIFICATION OF KEY ISSUES THAT THE COMMITTEE WISHES TO DRAW TO THE ATTENTION OF THE TRUST BOARD

Resolved – that there were no key issues from this meeting to be reported to the Trust Board.

19/13 CLOSURE AND THANKS

The Committee Chair extended his thanks to all members of the Committee for their contribution and support to the Committee. Acknowledgment was also made to the contribution of UHL's former Chief Executive, Mr M Lowe-Lauri for some of the achievements made.

Resolved – that the position be noted.

20/13 DATE OF NEXT MEETING

Resolved – that the next meeting of the UHL Research and Development Executive to be held on Thursday 4 April 2013 from 3pm until 5pm in the Large Committee Room, Leicester General Hospital.

The meeting closed at 3:33pm.

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

Name	Possible	Actual	% attendance	Name	Possible	Actual	% attendance
J Adler	2	0	0%	B Morgan *	7	6	86%
R Baker *	7	2	28.5%	N Samani *	7	4	57%
C Brightling *	7	4	57%	S Sheppard / M Maynes	7	4	57%
D Field *	7	6	86%	P Panchal	7	7	100%
K Harris	7	5	71%	B Pattani	2	1	50%
D Hetmanski	7	7	100%	D Rowbotham	7	6	86%
M Hindle	7	7	100%	A Thomas *	7	6	86%
S Khalid	6	3	50%	A Tierney	3	1	33%
M Lowe-Lauri	2	2	100%	J Wells*	7	6	86%

* non-voting members

Hina Majeed
Trust Administrator