

## COMMITTEE UPDATE REPORT/ ADRODDIAD DIWEDDARU'R PWYLLGOR/ Research & Innovation Sub-Committee

Date of last meeting/ Dyddiad y cyfarfod diwethaf/: 10 March 2025

Quoracy/ Cworwm/: Met

Report by/ Adroddiad gan: Mark Henwood, Chair

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### KEY DISCUSSION POINTS AND MATTERS TO BE ESCALATED FROM THE DISCUSSION AT THE MEETING/ PWYNTIAU TRAFOD ALLWEDDOL A MATERION I'W HUWCHGYFEIRIO O'R DRAFODAETH YN Y CYFARFOD:

**Alert<sup>1</sup>** (may require discussion)/ **Rhybuddio** (efallai y bydd angen trafodaeth)

R&I Sub-Committee wish to **alert** members of the Digital, Data and Innovation Committee (DDIC) that:

- Hywel Dda University Health Board (HDdUHB) Executives have agreed to collaborate with UWTSD to support our staff and the communities they serve in innovating towards a Social Model for Health and Wellbeing (SMfHW), through the establishment of a Centre for Social Innovation. The R&I Sub-Committee were advised that the R&I Department can support and enable the Centre, but the accountability ultimately resides with the Executive Director of Public Health and that the centre's progress should also be monitored through the arrangements in place to govern the Social Model for Health and Wellbeing.

**Advise<sup>2</sup>** (to monitor)/ **Cynghori** (i fonitro)

The R&I Sub-Committee wish to **advise** members of the DDIC that:

- R&ISC received a report detailing the final position of the Research & Innovation Strategy 2021-24. All objectives have been achieved, with the exception of two; support learning opportunities for research staff within specialities that are new to them, and work with clinical teams to encourage involvement of Clinical Nurse Specialist (CNS's) and trainee doctors focusing on Inflammatory Bowel Disease (IBD). These objectives are long-term and will be incorporated into the new Strategic Plan. R&ISC members raised no issues with them being carried over and took assurance from the report. Members were also advised that the new R&I Strategic Plan 2025-30 has been approved by the Formal Executive Team, the People, Organisational Development and Culture Committee and is awaiting approval from Board on 27 March 2025. Once finalised, the Plan will be widely circulated throughout the Health Board, and an implementation plan will be developed. R&ISC members noted and accepted the update.

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<sup>1</sup> There is a lack of confidence that any action in place is sufficient to address the issue satisfactorily and/or within the scope of the operational team or executive to resolve. Engagement, action or intervention required.

<sup>2</sup> There are areas of concern where assurance has been taken on actions in place but requires close monitoring. An early warning of an emerging and potentially serious concern.

- R&ISC received an update on commercialisation relating to the Novel Technologies Study, including the licensing of intellectual property (IP) by Aberystwyth University pertaining to biomarkers for lung cancer. If commercialisation is successful, Hywel Dda UHB would benefit from a royalty and that a collaboration agreement had been developed with the input of NHS Wales Shared Services Partnership (NWSSP) Legal and Risk (L&R) Services. R&ISC were advised of a management plan for an identified conflict of interest, which had been approved by the Executive Medical Director and the Research and Enterprise Office of Swansea University. R&ISC members took assurance from the report.

### **Assure<sup>3</sup> (to note)/ Sicrhau (i nodi)**

R&ISC wish to assure members of the DDIC that they:

- Reviewed and approved the R&ISC Terms of Reference (ToRs), (Appendix A), and the R&ISC work plan for 2025/26 (Appendix B).
- Noted the positive annual review (7 March 2025) with Health and Care Research Wales (HCRW) and the recognition of achievements made throughout the year, including work on the new Strategic Plan. A feedback letter from HCRW is attached at Appendix C, the response to which is being prepared and will be presented for information at the next R&ISC.
- Noted and were assured by the financial position of the R&D Division.
- Noted and were assured by the R&D site activity performance, recognising a positive position on the main key performance indicator - recruitment to time and target - affording increased financial autonomy in respect of the grant allocated by HCRW.
- Noted and were assured by the activities of the Research Quality and Sponsorship Group (RQSG).
- Received confirmation that the occupancy of Pentre Awel is now likely to be in quarter 4 of 2025/26, and that the lease on Dura Park will therefore be extended.
- Received confirmation that HDdUHB had submitted three bids (oncology, respiratory and metabolics) to the Voluntary Scheme for Branded Medicines, Pricing and Growth (VPAG) scheme. Of those submitted, respiratory is likely to be awarded subject to agreement of the Terms and Conditions of grant.
- Noted and were assured by an update of university partnership activities. A single representative now attends to report on all partner activities, and this is now rotated around all partners on an annual basis. Swansea University is the first representative and gave an overview of activities. Committee members

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<sup>3</sup> There is confidence that actions are robust and will be sufficient to address the issue or generally operating effectively. Routine monitoring.

were advised on other changes to how and when university partners meet and the reporting structure.

- Noted and were assured by the financial position of the TriTech and Innovation division.
- Noted progress against the Board approved TriTech Business Plan.
- Received an overview of national Innovation developments.

### **Review of Risks/ Adolygiad o Risgiau**

The R&ISC reviewed the one Research & Development risk (service level) that is aligned to it. The score for risk 1492 (Research Delivery Funding) remains the same since the previous meeting. The risk is being mitigated by an ongoing Organisational Change Process.

The R&ISC also reviewed the two TriTech and Innovation risks (service level) that are aligned to it. There were no changes to the scores for risk 1511 (regulatory climate) and risk 1508 (lack of clinical leadership).

### **Sharing of learning/ Rhannu dysgu**

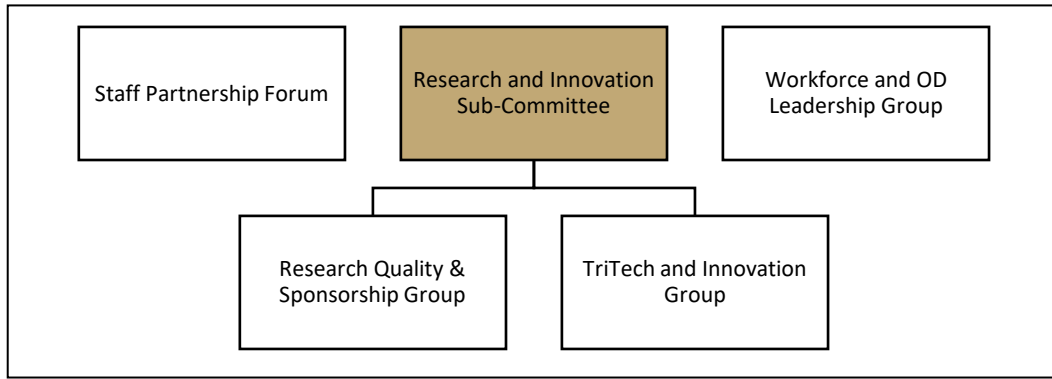
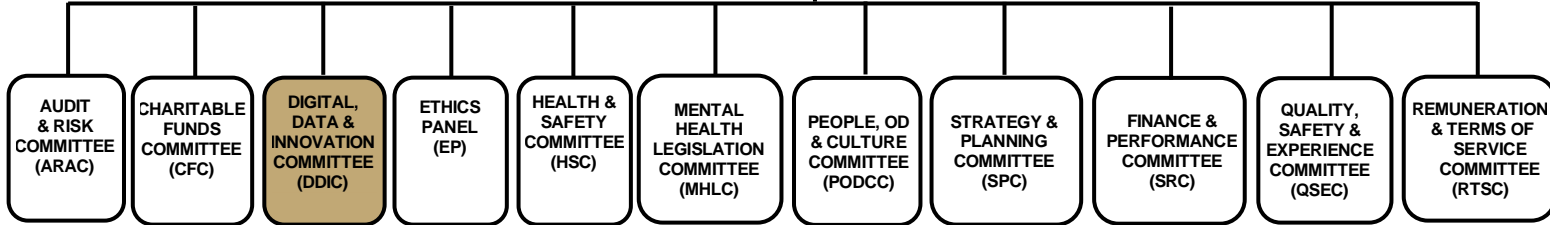
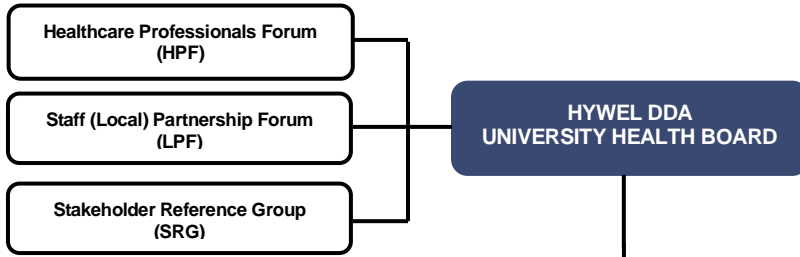
The commercialisation of the Novel Technologies could provide lessons to other parts of HDdUHB about how to recognise and protect IP.

### **Recommendation/ Argymhelliad**

The Committee is asked to:

- Advise on the governance of the Centre for Social Innovation, given its relevance to the Social Model for Health and Wellbeing.
- Note the items the Committee is advising them of.
- Be assured on the items that the Committee is providing assurance on.
- Approve the R&ISC ToRs,.

Agenda, papers and minutes are available on request.



Version	Issued to:	Date	Comments
V0.2	Research & Development Committee	07.10.2013	Approved
V0.3	Research & Development Committee	24.10.2014	Approved
V0.4	University Partnership Board	16.11.2015	Approved
V0.5	Research & Development Sub-Committee	27.11.2015	Approved
V0.6	Research & Development Sub-Committee	22.02.2016	Approved
V0.7	Research & Development Sub-Committee	13.02.2017	Approved
V0.8	Research & Development Sub-Committee	21.05.2018	Approved
V0.9	Research & Development Sub-Committee	14.09.2020	Approved
V0.9	Quality, Safety & Experience Assurance Committee	06.10.2020	Approved
V10.0	Research & Innovation Sub-Committee	08.03.2021	Approved
V10.0	Quality, Safety & Experience Assurance Committee	13.04.2021	Approved
V11.0	Research & Innovation Sub-Committee	14.03.2022	Approved
V11	People, Organisational Development and Culture Committee	04.04.2022	Approved
V12	Research & Innovation Sub-Committee	13.03.2023	Approved

V12	People, Organisational Development and Culture Committee	03.04.2023	Approved
V13	Research & Innovation Sub-Committee	11.03.2024	Approved
V13	People, Organisational Development and Culture Committee	15.04.2024	Approved
V14	Research & Innovation Sub-Committee	10.03.2025	Approved
V14	Digital, Data and Innovation Committee	22.04.2025	

## TERMS OF REFERENCE

# RESEARCH & INNOVATION SUB-COMMITTEE

## RESEARCH & INNOVATION SUB-COMMITTEE

### 1. Constitution

- 1.1. The Research & Innovation Sub-Committee (R&ISC) was established as a Sub-Committee of the People, Organisational Development and Culture Committee (PODCC) and constituted from 1 August 2021. As of February 2025, the R&ISC will report to the Digital, Data & Innovation Committee (DDIC).

### 2. Purpose

- 2.1. The purpose of the R&ISC is to assure the Board, via the DDIC, that it is discharging its functions and meeting its responsibilities with regards to the quality and safety of research, development and innovation activity carried out within the organisation.

The guiding principles will be:

- 2.1.1 a clear strategy;
- 2.1.2 clear governance and performance management
- 2.1.3 working within budget constraints.

- 2.2. The R&ISC will promote and support involvement in high quality, multi-disciplinary and multi-agency healthcare research, development and innovation, promote evidence-based healthcare, build research and innovation capacity and foster a research and innovation culture, including patient/public involvement where appropriate.
- 2.3. The R&ISC will facilitate collaboration with the Research and Academic community to maximise outcome and impact for the Health Board and the patients it serves.

### 3. Key Responsibilities

- 3.1. Assure the Board, through the DDIC, in relation to arrangements for ensuring compliance with all relevant frameworks, UK Clinical Trials, Clinical Investigations and other Regulations (transposed into UK law from European Union Directives) and reporting requirements.
- 3.2. Assure the Board, through the DDIC, that the sponsorship of research studies by Hywel Dda University Health Board (HDdUHB) follows a robust scientific review and complies with all relevant regulations.
- 3.3. Assure the Board, through the DDIC, that the arrangements for undertaking real world evaluations of medical devices are robust and comply with all relevant regulations.

- 3.4. Assure the Board, through the DDIC, that the ring-fenced funding is being spent according to Welsh Government requirements.
- 3.5. Receive assurance on the management of operational risks that have been aligned to the Sub-Committee and provide assurance to the DDIC that risks are being managed effectively and report any areas of concern, e.g. where risk tolerance is exceeded, lack of timely action.
- 3.6. Receive assurance on the progress of HDdUHB sponsored research studies.
- 3.7. Receive assurance on the progress of real-world evaluations of medical devices taking place in the HDdUHB.
- 3.8. Receive and comment on financial, performance management and data reports from the Research and Innovation Operational Team.
- 3.9. Oversee the development of the Health Board's Research & Innovation Strategy.
- 3.10. Oversee the development and approval of research and innovation written control documents (policies, plans, Standard Operating Procedures, etc) within the scope of the Sub-Committee, obtaining ratification as and where appropriate.
- 3.11. Consider the implications for the Health Board of the outcomes arising from relevant review, audit or inspection carried out by external regulatory authorities, review progress with resulting Corrective and Preventative Action plans (CAPAs) and authorising their completion.
- 3.12. Ensure strong relationships and effective communication with associated Higher Education Institutions and other external organisations.
- 3.13. Support Universities with their research & innovation agenda, including undergraduate /postgraduate work, research impact, and their Research Excellence Framework submission.
- 3.14. Ensure the HDdUHB maintains its University status by monitoring and driving improvement in those metrics associated with University status against which it will be judged by Welsh Government:
  - University Links
  - Health Education and Training Contribution
  - Contribution to Quality Care
  - Contribution to Health Research
  - Contribution to other Health Related activities
- 3.15. Report on research and innovation activity to relevant health community committees and the Health Board via the Director of Research, Innovation and Value, or a nominated deputy.
- 3.16. Agree issues to be escalated to the DDIC, with recommendations for action.

#### **4. Membership**

4.1 The membership of the Research & Innovation Sub-Committee shall comprise:

<b>Title</b>
Medical Director (Chair)
Director Research, Innovation & Value (Vice Chair)
Independent Member
Clinical Director Research & Development
Head of Research & Development
Head of TriTech & Innovation
Research & Innovation Finance Business Partner
Head of Data Science
Assistant Director of People Development
Head of Nursing (with a responsibility for research)
Deputy Director of Health Sciences (with a responsibility for research)
A representative from one University Partner organisation
Executive Director of Public Health
Representative from a 3 <sup>rd</sup> Sector Organisation
Head of Culture and Workforce Experience
Research active representatives as required

4.2 The membership of the Sub-Committee will be reviewed on an annual basis.

## **5. Quorum and Attendance**

- 5.1 A quorum shall consist of no less than a third (5) of the membership and must include as a minimum the Chair or Vice Chair of the Sub-Committee and a research active clinician.
- 5.2 An Independent Member shall attend the meeting in a scrutiny capacity.
- 5.3 Any senior officer of the HDdUHB or a partner organisation may, where appropriate, be invited to attend, for either all or part of a meeting, to assist with discussions on a particular matter.
- 5.4 The Sub-Committee may also co-opt additional independent external ‘experts’ from outside the organisation to provide specialist skills.
- 5.5 Should any member be unavailable to attend, they may nominate a fully briefed deputy to attend in their place, subject to the agreement of the Chair.
- 5.6 The Chair of the R&ISC shall have reasonable access to Executive Directors and other relevant senior staff.
- 5.7 The Sub-Committee may ask any or all of those who normally attend but who are not members to withdraw to facilitate open and frank discussion of particular matters.

## **6. Agenda and Papers**

- 6.1 The Sub-Committee Secretary is to hold an agenda setting meeting with the Chair and the Sub-Committee Lead at least **six** weeks before the meeting date.
- 6.2 The agenda will be based around the Sub-Committee work plan, identified risks matters arising from previous meetings, issues emerging throughout the year and requests from Sub-Committee Members. Following approval, the agenda and timetable for papers will be circulated to all Sub-Committee Members.
- 6.3 All papers must be approved by the Director of Research, Innovation and Value.
- 6.4 The agenda and papers for meetings will be distributed **seven** days in advance of the meeting.
- 6.5 The minutes and action log will be circulated to members within **ten** days to check the accuracy.
- 6.6 Members must forward amendments to the Sub-Committee Secretary within the next **seven** days. The Sub-Committee Secretary will then forward the final version to the Sub-Committee Chair for approval.

## **7 Frequency of Meetings**

- 7.1 The Sub-Committee will meet quarterly and shall agree an annual schedule of meetings. Additional meetings will be arranged as determined by the Chair of the Sub-Committee in discussion with the Director of Research, Innovation and University Partnerships.
- 7.2 The Chair of the Sub-Committee, in discussion with the Sub-Committee Secretary, shall determine the time and the place of meetings of the Sub-Committee and procedures of such meetings.

## **8. Accountability, Responsibility and Authority**

- 8.1 The Sub-Committee will be accountable to the Digital, Data & Innovation Committee for its performance in exercising the functions set out in these terms of reference.
- 8.2 The Sub-Committee shall embed the HDdUHB's vision, corporate standards, priorities and requirements, e.g. equality and human rights, through the conduct of its business.
- 8.3 The requirements for the conduct of business as set out in the HDdUHB's Standing Orders are equally applicable to the operation of the Sub-Committee.

## **9. Reporting**

- 9.1 The Sub-Committee, through its Chair and Members, shall work closely with the Board's other committees, including joint /sub committees and groups to provide advice and assurance to the Board through the:
  - 9.1.1 Joint planning and co-ordination of Board and Committee business;

### 9.1.2 Sharing of information.

- 9.2 In doing so, the Sub-Committee shall contribute to the integration of good governance across the organisation, ensuring that all sources of assurance are incorporated into the Board's overall risk and assurance framework.
- 9.3 The Sub-Committee may establish groups or task and finish groups to carry out on its behalf specific aspects of Sub-Committee business. The Sub-Committee will receive updates following each meeting, detailing the business undertaken on its behalf. The following management groups have been or will be established:
- Research Quality and Sponsorship Group
  - TriTech and Innovation Group
- 9.4 The Sub-Committee Chair, supported by the Sub-Committee Secretary, shall:
- 9.4.1 Report formally, regularly and on a timely basis to the Digital, Data & Innovation Committee on the Sub-Committee's activities. This includes the submission of a Sub-Committee update report for information after every meeting, as well as the presentation of an Annual Report within 6 weeks of the end of the financial year;
- 9.4.2 Bring to the Digital, Data & Innovation Committee's specific attention any significant matters under consideration by the Sub-Committee;
- 9.4.3 Ensure appropriate escalation arrangements are in place to alert the UHB Chair, Chief Executive, or Chair of other relevant Committees, of any urgent/critical matters that may compromise patient care and affect the operation and/or reputation of the UHB.

## 10. Secretarial Support

- 10.1 The Sub-Committee Secretary shall be determined by the Director of Research, Innovation and Value.

## 11. Review Date

- 11.1 These terms of reference shall be reviewed on at least an annual basis by the Sub-Committee for approval by the People, Organisational Development and Culture Committee.

## HYWEL DDA UNIVERSITY HEALTH BOARD – RESEARCH & INNOVATION SUB-COMMITTEE 2025/26

The following table sets out the Sub-Committee’s work programme for 2025/26, including standing agenda items denoted by \*.

AGENDA ITEM/ ISSUE	LEAD	RESP. OFFICER	9th June 2025	8th Sept 2025	8th Dec 2025	9th Mar 2026
<b>GOVERNANCE</b>						
Apologies for Absence*	Chair	CaT	✓	✓	✓	✓
Declarations of Interests*	Chair	All	✓	✓	✓	✓
Minutes from previous meeting*	Chair	CaT	✓	✓	✓	✓
Table of Actions & Matters Arising*	Chair	CaT	✓	✓	✓	✓
Annual Review of Terms of Reference – R&I sub-committee (ToRs)	Chair	CaT				25/26
R&I Sub-Committee Annual Report 2025/26	Chair	CaT				✓
Annual Review of Group Terms of Reference 25/26 • Research Quality & Sponsorship Group (RQSG) • TriTech & Innovation Group	SRI CH	AT CH				25/26 25/26
<b>RESEARCH &amp; DEVELOPMENT– Quality, Performance &amp; Finance</b>						
R&D Team Activity Report*	SH	SH	✓	✓	✓	✓
R&D Performance*	SH	SH	✓	✓	✓	✓
R&D Risk Register*	SH	SH	✓	✓	✓	✓
R&D Governance from RQSG*	SH	AT	✓	✓	✓	✓
R&D Financial Report*	SH	LPo	✓	✓	✓	✓
HCRW / National Developments*	LP	SH	✓	✓	✓	✓
Any Other R&D Papers*	SH	SH	✓	✓	✓	✓
<b>INNOVATION – Strategy &amp; Futures</b>						
TriTech & Innovation Activity Report*	CH	CH	✓	✓	✓	✓
TriTech Risk Register*	CH	CH	✓	✓	✓	✓
TriTech Financial Report*	CH	LPo	✓	✓	✓	✓
National Developments*	CH	CH	✓	✓	✓	✓
Any Other Innovation Papers*	CH	CH	✓	✓	✓	✓
<b>Reports on Strategy Progress</b>						

Strategy Action Plan for 25/26 & progress report	LP	SH	✓	✓	✓	25/26
*To be set following agreement of annual plan						
<b>University Partnerships</b>						
• Update from Partnership Meetings	LP/KL	LP/KL	✓	✓	✓	✓
<b>FOR INFORMATION</b>						
R&ISC Work Plan 2026/27*	Chair	CaT				26/27
DDIC dates		22.04.25	22.07.25	07.10.25		15.01.26
R&ISC dates			09.06.25	15.09.25	08.12.25	09.03.26
R&ISC report to DDIC		Y – from 10.03.25	Y – from 09.06.25	Y – from 08.09.25		Y – from 08.12.25

### Initials

MH – Mark Henwood (Chair) LP – Leighton Phillips SRi – Sam Rice SH – Sally Hore LPo – Leon Popham CH – Chris Hopkins	KL – Keith Lloyd CaT – Camilla Templey AT – Abi Taylor
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# Research and Innovation Sub-Committee

ANNUAL REVIEW REPORT

2024/2025

## 1. Introduction and Chair's summary

In line with Standing Orders the Research & Innovation Sub-Committee (R&ISC) must submit an Annual Report to its owning Committee through the Chair within 6 weeks of the end of the reporting year setting out its activities during the year and including the review of its performance and that of any Groups it has established, setting out how the Sub-Committee has met its Terms of Reference during the financial year.

The Board uses this annual report to inform:

- The ongoing development of its governance arrangements, including its structures and processes;
- Its Board Development Programme, as part of an overall Organisation Development framework: and

## Chair's Reflections

The R&ISC has overseen a substantial work programme in 2024/2025. It has stewarded the delivery of key research and innovation performance and financial indicators, while adopting a thorough approach to risk management. There have been numerous key achievements, including:

- delivering the final year of the 2021-2024 strategic plan;
- overseeing comprehensive engagement to inform the next five-year strategic work plan;
- advancing regional oncology work plans;
- delivering research on behalf of the Welsh NHS Executive;
- winning commercial research investment; and
- winning substantial research and innovation projects through the TriTech initiative.

The priorities for 2025/26 will include publishing the new strategic plan and developing implementation proposals to ensure the Research and Innovation Divisions continue to develop and deliver impact and value for the people and communities of West Wales.

## 2. Terms of Reference and Workplan

The Terms of Reference (ToR) for the Research & Innovation (R&I) Sub-Committee is reviewed on an annual basis or following any significant changes. The TORs were last reviewed and approved on 10 March 2025.

The R&I Sub-Committee has a work plan to enable forward planning for the forthcoming year. The workplan is produced to incorporate the duties outlined in the Sub-Committee's ToRs and any suggested areas of focus identified during the self-assessment process.

The R&I Sub-Committee workplan covers a range of activities including statutory reporting duties, regular items of business and priority planned pieces of work which support Board and Committee's objectives.

The work plan is regularly updated throughout the year to ensure it remains responsive to emerging issues and risks. The work plan was approved by R&ISC on 10 March 2025.

### 3. Group/s

The Research Quality and Sponsorship Group (RQSG) and the TriTech and Innovation Group (TIG) report into the R&I Sub-Committee with their own terms of reference and workplans for the year.

The Group's TORs were last reviewed and approved on 10 March 2025.

In line with their Terms of Reference, the Groups are required to provide a report after each meeting.

### 4. Table of attendance

<b>Membership</b>	<b>Date 12/07/24</b>	<b>Date 11/10/24</b>	<b>Date 09/12/24</b>	<b>Date 10/03/25</b>
Medical Director (Chair)	✓	✓	✓	✓
Director Research, Innovation & Value (Vice Chair)	✓	✓	✓	✓
Independent Member	x	x	x	x
Clinical Director Research & Development	x	x	✓	x
Head of Research & Development	✓	x	✓	x
Head of TriTech & Innovation	✓	x	✓	✓
Research & Innovation Finance Business Partner	✓	✓	x	x
Research active representatives as required	N/A	N/A	N/A	N/A
Head of Data Science	✓	x	✓	✓
Assistant Director of People Development	x	x		
Assistant Director of Nursing (with a responsibility for research)	x	x	✓	✓
Assistant Director of Therapies and Health Science (with a	x	x	x	x

responsibility for research)				
A representative from Aberystwyth University	x	x	✓	x
A representative from Swansea University	x	x	✓	✓
A representative from the University of Wales Trinity Saint David	✓	x	x	x
Head of Medical Education and Knowledge	x	✓	x	x
Representative from a 3 <sup>rd</sup> Sector Organisation	x	✓	✓	x
Head of Research, Innovation & Improvement, Regional Partnership Board	✓	✓	✓	x
<b>In Attendance</b>	<b>12/07/24</b>	<b>11/10/24</b>	<b>09/12/24</b>	<b>10/03/25</b>
Deputy Head of TriTech	✓	✓	✓	x
Lead Nurse Professional Standards and Assurance	✓	x	x	x
Senior One Health Practitioner	✓	x	x	x
Assistant Director of Nursing	x	✓	x	x
R&D Manager	x	✓	x	✓
Value Business Partner	x	x	✓	x
2 <sup>nd</sup> representative Swansea University	x	x	✓	x
Assistant Finance Business Partner	x	x	x	✓
Deputy Director of Health Sciences	x	✓	x	✓
<b>Meeting quorate?</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>	<b>Yes</b>

A quorum shall consist of no less than a third (7) of the membership and must include as a minimum the Chair or Vice Chair of the Sub-Committee and a research active clinician.

### 5. Sub-Committee Activities – alert, advise and assure.

The Sub-Committee is required to report to the Committee after each Sub-Committee meeting by presenting a report highlighting the key discussion items at the Sub-Committee.

**Alert** – *The following matters were areas where the Sub-Committee was unable to take an assurance or had a lack of confidence that the action in place was sufficient to address the issue satisfactorily and/or it was within the scope of the operational team to resolve, and were alerting the Board as engagement action or intervention was required.*

10 March 2025

- Hywel Dda University Health Board (HDdUHB) Executives have agreed to collaborate with UWTSD to support our staff and the communities they serve in innovating towards a Social Model for Health and Wellbeing (SMfHW), through the establishment of a Centre for Social Innovation. The R&I Sub-Committee were advised that the R&I Department can support and enable the Centre, but the accountability ultimately resides with the Executive Director of Public Health and that the centre's progress should also be monitored through the arrangements in place to govern the Social Model for Health and Wellbeing.

**Advise** – *The following matters were areas of concern where assurance had been taken on actions in place but required close monitoring.*

12 July 2024:

- Health and Care Research Wales (HCRW) confirmed the Research Delivery Funding (RDF) for HDdUHB during 2024/25 was approximately £125k lower than 2023/24. However, due to good financial management within the Division, it did not result in staffing affordability challenges for the 2024/25 financial year but, as a result, an Organisational Change Process has been initiated to ensure a sustainable function in subsequent years. R&ISC members noted the update.
- A TriTech and Innovation Divisional update was received at every meeting, providing assurance that Key Performance Indicators (KPIs) were on target (rated green), with only one rated amber following the late delivery of a project report. This was addressed appropriately and in line with the quality management process. The R&ISC took assurance from the report, and specifically the management of the amber KPI.
- An update on the plan to relocate the R&D quality assurance and researcher development functions and the TriTech & Innovation Division to Pentre Awel (PA) was provided. The attention of the R&ISC was drawn to the dependency of the plan on an agreement with the wider Health Board and Carmarthenshire County Council, in respect of the ongoing lease negotiations. The R&ISC members were advised of the ongoing negotiations concerning the Heads of Terms for the scheme that are yet to be resolved; it was agreed that the People, Organisation Development and Culture Committee (PODCC) should be advised of this dependency and the ongoing discussions. R&ISC members noted and accepted the report, including that business continuity could be maintained in the event of a lease not being agreed.

11 October 2024:

- The R&ISC advised members of the PODCC of a report that described current plans to improve access to oncology clinical trials for HDdUHB patients. The report described that currently, patients living in Swansea Bay University Health Board (SBUHB), with more common cancers, have a greater opportunity to enter interventional drug trails than those living in HDdUHB. SBUHB and HDdUHB hope to develop a situation whereby there is equity of access to cancer clinical trials across the region. Liaison with SBUHB was ongoing to work through the details of the report and agree on a preferred option for progression. The report was noted and accepted. A further update will be presented when discussions have taken place with SBUHB.
- The R&ISC advised PODCC on the positive progress being made with the Pentre Awel project, in light of the Board signing the lease agreement, and the intention to locate research and innovation activities at the scheme. However, the R&ISC noted that the Department does not have the funds to off-set the costs of the scheme, should it be asked to contribute to the lease costs. however if the Department were unable to locate at the scheme it would not be detrimental to performance.

#### 9 December 2024:

- The R&ISC advised members of the PODCC of the ongoing regional oncology work with SBUHB. HCRW has provided funding to pursue one of three options. The meeting scheduled for 6 January 2025 with SBUHB will decide the final way forward. The report was noted and accepted.
- The R&ISC advised members of the PODCC of the positive progress being made with the Pentre Awel project, in light of the Board signing the lease agreement, and the intention to locate research and innovation activities at the scheme. However, the R&ISC noted that the Department does not have the funds to off-set the costs of the scheme, should it be asked to contribute to the lease costs.

#### 10 March 2025:

- R&ISC received a report detailing the final position of the Research & Innovation Strategy 2021-24. All objectives have been achieved, with the exception of two; support learning opportunities for research staff within specialities that are new to them, and work with clinical teams to encourage involvement of Clinical Nurse Specialist (CNS's) and trainee doctors focusing on Inflammatory Bowel Disease (IBD). These objectives are long-term and will be incorporated into the new Strategic Plan. R&ISC members raised no issues with them being carried over and took assurance from the report. Members were also advised that the new R&I Strategic Plan 2025-30 has been approved by the Formal Executive Team, PODCC, and is awaiting approval from Board on 27 March 2025. Once finalised, the Plan will be widely circulated throughout the Health Board, and an implementation plan will be developed. R&ISC members noted and accepted the update.

- R&ISC received an update on commercialisation relating to the Novel Technologies Study, including the licensing of intellectual property (IP) by Aberystwyth University pertaining to biomarkers for lung cancer. If commercialisation is successful, HDdUHB would benefit from a royalty and that a collaboration agreement had been developed with the input of NHS Wales Shared Services Partnership (NWSSP) Legal and Risk (L&R) Services. R&ISC were advised of a management plan for an identified conflict of interest, which had been approved by the Executive Medical Director and the Research and Enterprise Office of Swansea University. R&ISC members took assurance from the report.

**Assure** – *The following matters were areas where there was confidence that robust actions are in place and are sufficient to address the issues to operate effectively.*

On 12 July, 11 October, 9 December 2024 and 10 March 2025, R&ISC members discussed the following and these were submitted to PODCC to provide assurance:

- R&D site activity performance, noting a challenging position, but a focussed approach to recovery.
- Progress against the R&D Strategy (2021-2024), including plans to develop the next strategy, 2025-30.
- Activities of the Research Quality and Sponsorship Group (RQSG).
- University partnership activities.
- The financial position of the R&D Division.
- The financial position of the TriTech and Innovation division.
- Progress against the Board approved TriTech Business Plan.
- National Innovation developments and increasing interest in understanding the wider potential of the TriTech model.
- Proposals to support the University Health Board's capability and capacity to support social innovation.
- A partnership project with the National Botanic Gardens to create spaces for rest and recuperation across our hospital sites. The close-down report for this project was shared on 9 December 2024.

In addition, on 11 October and 9 December 2024, the following item was discussed and submitted to PODCC to provide assurance:

- An update on the Voluntary Scheme for Branded Medicines Pricing, Access and Growth (VPAG) scheme that is a five-year investment agreed by the Government, NHS England and the Association of the British Pharmaceutical Industry (ABPI). The programme is set to drive forward the NHS's capacity to deliver commercial clinical research.

On 10 March 2025, R&ISC the following additional items were shared:

- The positive annual review (7 March 2025) with HCRW
- An update on the Pentre Awel project, noting that occupancy will likely be early 2026 and the lease on Dura Park will therefore be extended.

- Received confirmation that HDdUHB had submitted three bids (oncology, respiratory and metabolics) to the Voluntary Scheme for Branded Medicines, Pricing and Growth (VPAG) scheme. Of those submitted, respiratory is likely to be awarded subject to agreement of the Terms and Conditions of grant.

Items approved by the Sub-Committee during the year.

- Minutes of R&ISC meetings in 2024/25
- TriTech and Innovation revised ToRs.
- Issues to escalate to PODCC
- Meeting 10 March 2025:
  - Annual review of R&ISC ToRs,
  - Annual review of RQSG ToRs,
  - Annual review of TriTech & Innovation Group (TIG) ToRs
  - Annual review of Senior Innovation & Trittech Operational Team (sub-group of TIG),
  - R&ISC Annual report 2024/25
  - RQSG Annual report 2024/25
  - TIG Annual report 2024/25

## 6. Conclusion

The Sub-Committee is satisfied that it continues to operate effectively and in line with the Terms of Reference. Issues have been escalated to the Committee as appropriate to evolve and continually improve.