



Name of Sub-Committee:	Research & Innovation Sub-Committee
Chair of Sub-Committee:	Professor Philip Kloer, Medical Director/Deputy CEO
Reporting Period:	Meetings held on 2 February (extraordinary) and 13 March 2023

Key Decisions and Matters Considered by the Sub-Committee:

The Research and Innovation Sub-Committee (R&ISC) met on the 2 February to consider the findings from a review of the research biobank.

The R&ISC met again on 13 March 2023 in respect of its full list of responsibilities. The purpose of this report is to provide the People, Organisational Development and Culture Committee (PODCC) with a summary of the key points against the agenda items.

- **Governance**

R&ISC

R&ISC Terms of Reference (ToR). The updated R&ISC ToR were submitted for annual review, with only minor changes relating to membership. Following no comments, the updated ToR were approved (Appendix 1). Following the Sub-Committee meeting a subsequent amendment was made to the ToR in respect of its responsibilities to reflect the establishment of a new Research Quality & Sponsorship Group (RQSG), which has combined Research Quality Management Group with the Sponsorship Review Group. This was agreed by Chair's action.

R&ISC Annual Report. R&ISC received assurance from the content of the R&ISC Annual Report 2022/23. R&ISC also agreed that the report should be updated to reflect the discussion and key decisions on 13 March 2023, in advance of being submitted to the PODCC (agenda item 7).

R&ISC Work Plan. The draft R&ISC work plan 2023/24 was submitted and approved by the R&ISC.

Research & Development (R&D)

R&D Quality Assurance and Sponsorship Sub Group (RQSG): A draft ToR for a new Sub Group, formed by the amalgamation of the current Research Quality Management Group and Sponsor Review Group, was submitted and approved by the R&D Senior Management Team (SMT) on 20 February 2023. The proposal to merge the groups was discussed with advice provided on the Chair, Co-Chair and Vice Chair representation. It was agreed that the revised draft RQSG ToR would be submitted for Chair's approval, recognising that this should not wait until the next R&ISC in June 2023. The Chair approved the new arrangement on 16 March and the new group will commence in April 2023.

Research Quality Management Group (RQMG) Annual Report 2022/23: The RQMG Annual Report 2022/23 was presented for approval. The R&ISC endorsed the RQMG Annual Report 2022/23.

RQMG Terms of Reference. R&ISC received a report updating the RQMG Terms of Reference (ToR) which were reviewed by Dr Lisa Seale and Dr Sam Rice as part of the annual review cycle. The R&D Strategic Management Team (SMT) noted the updated RQMG ToR at its meeting on 18 January 2023. The Sub-Committee approved the RQMG ToR, however this Group will now be stood down due to the establishment of RQSG.

Sponsorship Review Group (SRG). R&ISC received the SRG Annual Report 2022/23 and received assurance on the Group's activity since the previous meeting.

Innovation & TriTech

Reporting to the R&ISC. The first quarterly report was presented to the R&ISC at the November 2022 meeting, with the second produced for March 2023. In addition to the quarterly reports the TriTech and Innovation Group (TIG) is required to provide R&ISC committee with an annual report detailing the TIG and its management of the TriTech and Innovation Division. The annual report for 2022/2023 was agreed at the R&ISC on 13 March 2023.

TriTech & Innovation Group ToR. Sub-Committee received a report on the TIG ToR and noted no changes. R&ISC approved the TIG ToR.

University Partnerships

None to note

• Discussion Items

Research & Development

R&D Facilities. The Sub-Committee reviewed current plans and progress on accommodation for the Bronglais (BH) and Worthybush (WH) R&D Delivery Teams. This links to the department's risk register (Risk 1035 BGH & Risk 1036 WGH). The R&ISC agreed to revise these risks to reflect progress to date. The Sub-Committee noted the plan for a fit for purpose Clinical Research Facility at Ty Aeron is due for completion by 1 May 2023, and agreed **risk 1035** should be removed from the register. A dedicated space has been identified at Worthybush Hospital and costs and a timeline for relocation are being considered, however, the space has yet to be confirmed; the Sub-Committee agreed risk 1036 should be increased and that it would ratify a proposal at its June 2023 meeting.

Innovation & TriTech

Intellectual Property (IP) Policy update. R&ISC received a verbal update on the HDdUHB's formative IP Policy. A revised policy was submitted to the R&ISC meeting on 14 November 2022. The policy remains in draft, pending a view from the Executive Team on HR implications. R&ISC noted this position.

University Partnerships

University Honorary Contracts. R&ISC agreed to the development of a register of staff with University Honorary Contracts noting positions held and when appointed. This was felt necessary to increase wider engagement opportunities which may present in the future. It was suggested that the register should be circulated on a biannual basis.

- **Assurance Items**

Research & Development

BioBank Plan for Decommissioning. A high-level appraisal of five options by an external consultancy, Trustech Smart Healthcare Ltd, was commissioned in January 2022. Phase 1 of the Biobank Feasibility Project (Options Appraisal report), presented by Trustech in May 2022, recommended Option 6, to develop a 'West Wales BioResource Centre' based on existing models in the UK. Under Phase 2 of the Biobank Feasibility Project, a business case for Option 6, and an exit strategy for Option 1, were developed. The business case was presented to the R&I Sub-Committee on 14 November 2022. The Sub Committee recommended convening an independent expert panel to scrutinise the business case and report recommendations back to R&ISC. The Expert Panel was convened on 23 of January 2023 the report submitted on the 30 January 2023 recommended Option 1 to close the Biobank, as it was not believed that Option 6 represented a realistic case and that the risks were too high for the Health Board. On 2 February 2023, the extraordinary meeting of the R&I-SC was informed of this the recommendation and requested a detailed plan of the decommissioning process and assurance that current running of clinical trials will not be affected by this decision. On 13 March 2023 R&ISC was presented with a report detailing the planned decommissioning of the BioBank. The Sub-Committee took assurance from the proposal noting an outstanding response from Health Tissue Authority regarding samples for three trials. A further update will be presented to R&ISC on the decommissioning process at its June 2023 meeting.

R&D Risk Register: . The R&ISC reviewed the departmental risks and associated action plans The R&ISC received assurance from the report and noted revisions to risks (below):

- Risk 1160 (Lack of research leadership) is the only Directorate scored at 12 - unchanged
- Risk 1035 (Lack of research facilities in Bronglais Hospital) has a current risk score of 4 which is within the accepted Board tolerance score of 8 for this category of risk. It should therefore be considered a managed issue and can therefore be closed on Datix.
- Risk 1036 (Lack of research facilities in Withybush Hospital) risk score has increased from 9 to 12. This is due to the uncertainty around relocation to the previously identified space on the ground floor of Withybush Hospital.
- Risk 1492 (Research delivery funding) risk score increased from 6 to 9 which reflects the uncertainty around 2023/24 core establishment funding Health and Care Research Wales (HCRW) spending plan) for some fixed term contract posts as a result of the needs based review.

Clinical Leadership Across R&D. The Sub-Committee received a report detailing leadership activities and noted the Research and Development Department's risk register identifies the lack of research leadership (staff able to act as principal investigators) across HDdUHB as presenting an impediment to the Research & Development Strategy. In recognition of this risk and the Health Board's University status, there has been a recent increase in plans and resources to support clinical staff engagement in research. The progress made by the current R&D leadership group, as well as future plans were summarised in this report to the Sub-Committee. The R&ISC received assurance from the report and agreed the risk should remain unchanged.

R&D Team Performance. The R&ISC was presented with a performance report from the Research & Development (R&D) team across HDdUHB. The Sub-Committee received assurance from the routine activity of the three teams during December 2022, January and February 2023

Research & Innovation Strategy 2021-2024. The Sub-Committee received an updated action plan for the closure of Year 2 (2022-23) of the Research & Innovation Strategy. The Sub-Committee noted that the action plan had been presented at Senior Management Team Meeting on 20 February 2023 and received assurance from the progress to date.

Innovation & TriTech

Financial Risk Stratification. Following notification at the previous R&ISC that a company had defaulted on a due payment under contract, the Sub-Committee received assurance from a financial risk stratification approach, which should ensure that the Health Board is not exposed to an unreasonable level of risk through its TriTech and Innovation activities.

TriTech and Innovation Group (TIG) Quarterly Progress Report. The quarterly report details the management and performance of TriTech and Innovation and the key decisions and progress of the TIG. The report highlights the routine activity of TIG during the November 2022 to March 2023 period, which provided assurance to R&ISC.

University Partnerships

None to note

• Information Items

Research & Development

R&D Funding HCRW: The R&ISC received a report describing the potential impact of the HCRW Needs Based funding approach on fixed term contracts. Sub Committee members were advised that the confirmed annual spending plan for 2023/24 has not yet been received. This is reflected in the R&D risk register. The Research Delivery Total predicted for 2023/24 is a net figure of £1,260,969. The Month 10 position (January 2023) is showing the Research Delivery Total as £15,878 underspent. R&ISC noted the report.

R&D Investigator Accounts. The Sub-Committee received a report updating the financial position and spending plans for all R&D Investigator Accounts. The report was noted.

Innovation & TriTech

R&D Finance Business Partner Reports. At the March 2023 R&ISC meeting it was reported that at the end of January 2023 (M10 reporting period) the closing balance is £269,803 surplus with a forecasted end of year position of £229,199 surplus. The TriTech Business Plan projects a forecast return of £39,237 surplus for 2022/23, therefore the current forecast exceeds TriTech Business Plan. This is primarily due to securing funding for larger projects such as Amgen, which will extend into next financial year.

University Partnerships

University Partnership Planning. R&ISC Members were advised that planning discussions had been arranged with all three university partners to set the agenda for partnership discussions over the course of 2023. A targeted approach, aligning to the priorities of both organisations,

would be taken. The outline agenda for the discussions will be presented to PODCC for consideration, as they will also consider the workforce dimensions of partnership.

Matters Requiring People, Organisational Development & Culture Committee Level Consideration or Approval:

- Revised R&ISC (Appendix 1) ToR
- R&ISC annual report 2022/23 (agenda item xxx)
- Table of actions PODCC 15 February 2023 update

Risks / Matters of Concern:

- Timing of the Health and Care Research Wales (HCRW) Spending plan for 23/24, and the associated uncertainty around establishment.
- Directorate Level Risk

RISK 1160 (Directorate Risk)

TOPIC	CAUSE	SCORE	ACTIONS
There is a risk of a decreasing research portfolio, both in amount as well as diversity	This is caused by a lack of research leadership across HDdUHB (staff able to act as Principal Investigators)	12	A competitive process has been concluded that has led to the appointment of three new clinical leads for research.(Oncology, Women's Health, and the GH site). The arrangements will be tested over the next six months before deciding whether to extend to other sites and specialities.
			A colorectal cancer surgeon has two sessions protected for research, initially supported by a grant (Moondance Cancer Initiative), with HDdUHB commitment to continue to support if successful. The appointment of a research midwife for three days a week to develop the midwifery research portfolio, funded by R&D.
			Prioritisation of posts, and collating evidence to support maintaining posts.

Planned Sub-Committee Business for the Next Reporting Period:

Future Reporting:

- In addition to standing agenda items
- Strategy Action Plan for 2023/24 & progress report
 - Update from Partnership Meetings including a focus on (University of Wales Trinity Saint David (UWTSD)
 - Update of the BioBank decommissioning progress

Date of Next Meeting:

12 June 2023