

**CLAHRC NWC Steering Board Meeting Minutes**  
Tuesday 19<sup>th</sup> June, 12noon – 1.30pm  
Dojo, Blackburne House, Liverpool

**Present:**

**Bill Sang BS**  
**Mark Gabbay MG**  
**Jennie Popay JP**  
**Neil Joseph NJ**  
**Kirsty Pine KP**  
**Ed Gaynor EG**  
**Gideon Ben-Tovim GBT**  
**Ken Barnsley KB**  
**Tom Walley TW**  
**Andrew Loughney AL**  
**Maria Thornton ML**

**Chair**  
**CLAHRC NWC**  
**CLAHRC NWC**  
**Public Reference Panel**  
**Liverpool CCG**  
**Liverpool CCG**  
**Innovation Agency**  
**Blackburn with Darwen Council**  
**University of Liverpool**  
**Liverpool Women's Hospital and RLBUHT**  
**Walton Centre**

**Anne Liu ALiu (minutes)**

**CLAHRC NWC**

**Teleconference:**

**Neil Johnson NJ**  
**Nigel Harrison NH**  
**Caroline Watkins CW**

**Lancaster University**  
**UCLan**  
**CLAHRC NWC**

**Apologies:**

**Jane Cloke**  
**Helen Bromley HB**  
**Matthew Peak MP**  
**Mark Chapman MC**  
**Cecil Kullu CK**  
**Liz Mear LM**  
**Rebecca Harris RH**  
**John Graham JG**  
**Mark Turner MT**  
**John Goodacre JG**  
**Aidan Kehoe AK**

**CLAHRC NWC**  
**Cheshire West and Chester**  
**Alder Hey Children's Hospital**  
**Liverpool Women's Hospital**  
**MerseyCare**  
**Innovation Agency**  
**University of Liverpool**  
**RLBUHT**  
**Liverpool Women's**  
**Lancaster University**  
**RLBUHT**

**1. Welcome, Introductions and apologies**

The chair welcomed everyone to the meeting. He explained that the agenda would have to accommodate an extended presentation of the call for the next round of 'ARC' bids, since this had arisen after distribution of the agenda.



## **2. Declarations of interest**

There were no declarations of interest that would affect this meeting.

## **3. Minutes of previous meeting**

The minutes of the meeting held in March were accepted as an accurate record and can now be published on the website.

## **4. Progress on Action Points and Matters Arising**

1. The NHS Digital Audit was completed successfully. The University of Liverpool piece of work is in hand and there are no concerns.
2. Partner Engagement – nothing to add.
3. Extension to CLAHRC September 2019 - the contract has been signed although there is still an embargo on the press release.

## **5. Directors Report**

### **5.1 Annual Report**

The Annual Report was copied to members for information. No feedback has been received on the report apart from some areas that required clarification.

### **5.2 Financial Report**

The Finance report was noted. Partners will be reminded of where they are up to with match funding. CLAHRC NWC is on target for spending and achieving match.

In the next round, there will only be an expectation for 25% match from non-university organisations and ARCs will only have to stipulate what they will do in first year.

### **5.3 Risk Register**

There was a delay in signing the amendment to the contract for the extension. Lancaster University are still to sign. University of Liverpool and UCLan are signed. The system for paying public advisors has been revised. There was a change of payment date on two occasions and advisors only found out about this the day before. Attempts are being made to try to reduce the risk of this happening again. Systems in place need to be followed. Very few partners are not engaged at all.

### **5.4 Theme Dashboard**

There are 160 entries on CATS although some will not develop fully.

## **6. Subcommittee report from 17<sup>th</sup> May 2018**

Partner Priority Programme:

PPP1 is now complete and the reports are coming in.

PPP2 is still ongoing, some projects require support and one of these will probably not go forward.

PPP3 is more about implementation of evidence. Some partners have contributed ideas. Training starts in September. It was hoped that interns would be in place by July but the sessions will now start in September. NJ had been contacted by the intern running the telehealth and COPD project and NJ is keen to be involved.

It is hoped that every partner will participate in PPP3 at some level – working to achieve this.

## **7. Public Engagement Update**

Jenny Irvine is back in a work on a phased return. There is now an Advisor Forum instead of the Reference Panel. There are 3 subgroups: Governance (co-ordinated by Jenny Irvine), Dissemination (co-ordinated by Darren Charles), Advisor Experience (co-ordinated by Paula Wheeler) – this also includes the internal evaluation and they are collecting advisor stories. Jenny's priorities will be to make sure advisors are getting involved in implementation across CLARHC. A summary will be available for distribution prior to the next Steering Board meeting.

## **8. Communications Update**

There are over 70 publications in print. 37 were declared in the last annual report. There has been radio and newspaper coverage for PhD work and Neighbourhoods for Learning. There are 30 BITES in draft on the repository. Efforts are being made to ensure that every project produces a BITE.

## **9. Bidding Process for Applied Research Collaboration (ARC)**

MG summarised the position following the call for submissions. The closing date for the open call is 20.8.18. NIHR have allocated up to £9M per ARC for 15 ARCs. There is an additional £1M for two new ARCS. In the first year ARCs will jointly agree a national programme of research and there will be an additional £15-17M between ARCs to fund that. There will be more cross ARC working. MG has had informal discussions with other CLAHRC directors to link our ARC with others that have more mature programmes.

### **NIHR want to know:**

- strengths
- track record
- strategy going forward
- impact CLAHRC NWC has had, how we communicate the work we have done and disseminate it
- greater emphasis on infrastructure
- track record of attracting grants and what we will do to generate income.

### **We need to demonstrate:**

- the difference we have made and how it will improve patient care
- how we are sensitive to needs of various communities – diversity
- supporting services to work differently,
- reducing the translational gap between research and implementation (ARCs to shorten that gap)
- how we would support partners to 'do' implementation.
- Evidence of publications, research grants and impact (50 publications maximum).
- Any members of the partnership can work with the ARC. It is about demonstrating what the partnership as a whole does.
- how we would work with health science networks on implementation.

- Capacity building will be a big part of the ARC. Caroline Watkins has agreed to take on the Director of Implementation role for the next round.
- Only asked to spell out the programme for first year.

The Rand Report, commissioned by the NIHR to consider what the research questions around the population needs in 2030/40 formed a central reference; the key areas they want us to look at are: *chronic conditions, person centred care and complexity, multiple morbidity, mental health, public health, primary care, sustainability of health and social care, social care, supporting industry and life sciences, managing demand and health economics.*

In terms of the implications of specified research areas for the bid from the North West Coast, the academics would not be able to cover everything. The ARC role is to provide an infrastructure that would identify questions and challenges and identify who to partner.

As far as N W Coast is concerned, ‘Health inequalities’ will continue to be the overarching focus. The results of the Household Survey are coming back to communities to ask what their priorities are. HIAT is not embedded and internal evaluation is telling us some of the factors.

The Innovation Agency have been re- licensed for a further 5 years. NIHR are keen to see a network and innovation agencies CRN, to work more closely. We have a strong partnership across the same footprint and can work very well across the region.

TW reported that the first CLAHRCs were excessively academically focussed. We are now well set up in terms of what NIHR are looking for. A slight concern is that the ARCs are applied research collaborations rather than applied health research collaborations and we will need to address social care explicitly, although some themes have already taken a wider perspective. For example, priorities for NWC communities are air pollution, housing quality, social cohesion, gambling, employability.

Local authorities are keen to keep that focus and pursue a transformation agenda in these neighbourhoods.

MG would like to invite a representative of the local authorities to take part in writing the theme.

EG highlighted the importance of involving the front line primary care and social care providers although MG reported that the language used in the guidance is around STPs.

### **Timetable**

- \* Open Day 12<sup>th</sup> July all day where the draft bid will be presented– core team will be there- MG will have an open session, anyone can call in and skype him.
- \* Writing the Bid –
  - MG will present a structured model w/c 18.6.18

- Those who are writing the sections should provide evidence of impact and highlight collaborative working. Local authority plan to write about how they would like the work in the neighbourhoods to pick up primary and social care.
  - Each theme has 1,000 words. Have to decide what the themes will be.
  - Anyone can come and see MG or skype him to discuss.
  - Bid does not have to be in detail beyond year one.
  - We should look beyond academic leads when writing this bid. Need to be mindful of broader economic gains.
  - Emphasis on public health and contribution of local government is really important in developing the bid.
- \* Both the host organisation (CCG) and the Innovation Agency has to sign it off – there will be no requirement for the Steering Board to sign off but they can contribute to it on 12<sup>th</sup> July.
  - \* Partners will have to sign up and sign a letter and firm commitment to 1<sup>st</sup> year's programme.

MG was thanked for the details and the extremely short timetable was acknowledged.

## 10. **Governance Review**

The scheduled 'review' was postponed.

Preliminary views were expressed about the system that would pertain in the new 'ARC'. A robust system will need to be set up and described in the bid. The internal evaluation indicated that partners would like the Steering Board to be more representative of the partners with clear routes. There will be an opportunity between now and September to redefine the structure to aid transition to the new 'ARC'.

The Chair will work with MG and CCG to agree the form that goes into bid.

## 11. **Any other Business**

Two members were stepping down from the Steering Board.

Maria Thornton was thanked for her support and congratulated on her new role.

Neil Joseph was thanked for serving as a Public Advisor on the Board.

**Date of next meeting 18<sup>th</sup> September 2018 1-3pm, UCLan**