

**CLAHRC NWC Steering Board Meeting Minutes**  
**Tuesday 12<sup>th</sup> December, 1300-1500pm**  
**AB226, Adelphi Building, UCLan**

**Present:**

**Bill Sang BS**

**Mark Gabbay MG**

**Allan Pemberton AP**

**Fran Walker FW**

**Carole Spencer CS**

**Nigel Harrison NH**

**Ed Gaynor EG**

**Anna Pearson AP**

**Caroline Watkins CW**

**Jennie Popay JP**

**Jane Cloke JC**

**Kirsty Pine KP**

**Jenny Irvine JI**

**Jo Harrison JH**

**Chair**

**CLAHRC NWC and UoL on behalf of Tom Walley**

**Public Reference Panel**

**Public Reference Panel**

**Innovation Agency**

**UCLan**

**Liverpool CCG**

**North West Boroughs (on behalf of Ashley Baldwin)**

**CLAHRC NWC**

**CLAHRC NWC**

**CLAHRC NWC**

**Liverpool CCG**

**CLAHRC NWC**

**CLAHRC NWC (for item no. 1)**

**Anne Liu AL (minutes)**

**CLAHRC NWC**

**Teleconference:**

**Neil Johnson**

**Pat Mottram**

**Maria Thornton**

**Lancaster University**

**Cheshire and Wirral Partnership**

**Walton Centre**

**Apologies:**

**Liz Mear**

**Gideon Ben-Tovim**

**Rebecca Harris**

**Ken Barnsley**

**John Graham**

**Mark Turner**

**John Goodacre**

**Tom Walley**

**Aidan Kehoe**

**Innovation Agency**

**Innovation Agency**

**University of Liverpool**

**Blackburn with Darwen Council**

**RLBUHT**

**Liverpool Women's**

**Lancaster University**

**University of Liverpool**

**RLBUHT**



## 1. Welcome, Introductions and apologies

The chair welcomed everyone to the meeting and introductions were given.

JH gave a presentation on Evaluation of CLAHRC Internship 2015/16 research interns. BS thanked JH for the informative presentation.

**KP to circulate the presentation.**

## 2. Declarations of interest

Members were asked to give any declarations of interest should they arise during the meeting.

## 3. Minutes of previous meeting

The minutes of the previous meeting were confirmed as an accurate record.

**Action: Darren Charles to upload to CLAHRC NWC website.**

## 4. Progress on Action Points and Matters Arising

Partnership Agreements – MerseyCare have received the letter of assurance and it is hoped they will sign soon. JC is progressing with Countess of Chester. The information on progress was reassuring to the Board and the reconciliation of match funding was proceeding.

**The Chair proposed that time would be devoted to a reflection on governance at March Steering Board meeting in preparation for next round.**

## 5. New Partner Applications – Lancaster City Council

A formal letter of application has been received from Lancaster City Council to start in January 2018. The total match for 12 months is £63,014 and they are interested in sharing the learning from the Public Health resilience programme and models of care evaluated in the PPP.

**Noted: Steering Board welcomed the initiative and agreed to invite Lancaster City Council to join CLAHRC NWC.**

## 6. Directors Report

### 6.1 Theme Progress Report

MG highlighted key progress with projects.

Knowledge Exchange – Progress is being made with suicide prevention in Liverpool with a new facility opening. Dr Saini is moving to JMU in Jan 18 and Clarissa Giebel will move across to the theme lead role. Clarissa is currently covering parental leave in the Personalised care theme.

Public health -Neighbourhoods for Learning (NfLs) are established and progressing. 380 residents have been engaged this year together with 50 resident advisers. The core team support partners to bring members of the public and patient representatives into PPP. There are now 30 public advisers across 2 PPPs.

Managing Complex Needs – CAPS project now undertaking data analysis.

Improving Mental Health - ADOPTS about to finish and will start analysing data.

Public Led Research - grant to be made to develop the project.

Evidence Synthesis – is supporting PPP

Evidence for Change Evaluation – is progressing and draft paper being submitted for publication shortly.

Training is taking place via PPP. A masterclass on implementation, run by King's College London was very well received.

Publications are anticipated to exceed the target of 80 by summer 2018.  
30 higher degrees are anticipated to complete by end of CLAHRC.

**6.2 Financial Report** Figures show an underspend of £165,809 - this may reflect the budget profiling across the financial year. Figure likely to come down but still an underspend of £100K in the year, which is being addressed.

**The Board noted the position.**

Match funding has been estimated at £7.4 million by end of March 2018. This represents 82% of the contractual agreement of £9 million. The £12.2 million originally committed by Partners is not likely to be met but the contractual requirement should be achieved. The Board congratulated KP on the work she has done to achieve this.

**All Board members will be asked to check matched funding figures relating to their constituent organisations and contact KP with any concerns.**

**6.3 Risk Register** no major changes highlighted.

The Board **Agreed to remove partnership agreement off the register.**

**6.4 Theme Dashboard**

Noted. Very helpful graphic.

## **7. Subcommittee report from 8<sup>th</sup> December 2017**

EG reported that the subcommittee met on 8<sup>th</sup> December. 13 proposals were discussed and approved. Partnership Programme initiatives are all making reasonable progress. 3 need extra support. Partners are being asked to look at public participation and advisors' contributions and how carefully they look at health inequalities and finances.

## **8. Partner Priority Programme Round 1 and 2**

A summary of progress was noted. It is hoped that each organisation will do an implementation project from the list. Academic Health Science Networks (AHSNs) are being given a short list of projects from CLAHRCs nationally, ready for implementation. PPP 3 is planned to start in Spring 2018 and will focus on implementation.

**Action: PPP3 to be considered at the next meeting**

It was noted that PhD students will be supported to complete implementation plans and "CLAHRC bytes" to encourage thinking about practical outcomes for partners.

## **9. CLAHRC Extension –**

Although no commitment has yet been given, a bid for approximately £1.2 million has been invited for a 9 month extension, Jan - Sept 19. The sum is not negotiable, it is based on the original bid and submission is required in January 2018.

The Steering Board agreed that impact and implementation was the right emphasis for the remainder of the programme and any approved extension.

Kat Smith suggested at the External Advisory Committee that a framework of impacts we are interested in be produced (covering impact on health and social care). Building in the

capacity to do research is part of pathway towards that. NfL's improved relationships between communities and agencies and is part of a pathway towards more resilient communities. Smarter management process using digital technologies could be considered.

Looking to the future, MG reported that CLAHRC Directors were asked:

- how match is counted and how evenly to be distributed over lifetime of CLAHRC.
- What we should be called – Applied Health Research Centres was suggested.
- Whose responsibility it was for implementation.
- Co-develop national programme.

However, there is still no call for bids for a third round of CLAHRC.

### **9. Capacity Building Update**

CW reported that 2 PhD students have completed and 22 should have completed at the end of programme with 30 postgraduate students in total including MPhil and other Masters. Looking ahead, some have applied for infrastructure doctoral training exchange schemes. Some are planning to apply for postdoctoral fellowships. Students meet to share experiences and the Capacity team actively support this activity.

### **10. Public Engagement Update**

Jl summarised the 12 month activity report. Public and resident advisers contributed 878 hours last year. Advisers are now more suitably matched to opportunities. Internal evaluation collect views from academic leads of projects and advisers about their experience. There will be a renewed attempt to capture work done with young people and parents/guardians in Managing Complex needs theme.

BS thanked Allan for highlighting the key points on behalf of the advisers.

JP suggested Ana and Fiona (who are doing internal evaluation) talk to public advisers and explain work they are doing.

FW reported that the fee process will be reviewed in the New Year.

### **11. Communications Update**

Research Innovation Awards are to be held in March 2018 at Preston Football Club, with 120 entries received.

On publications, 51 papers published to date and 20 planned. Keith Holt gave an interview on Radio Lancashire. Darren Charles has produced a dissemination framework for PhD students and PIs on projects to use. CLAHRC NWC supported the heart and kidney open day. The website, includes "Bites" the Autumn newsletter, PPP pages the CLAHRC bulletin, and an article on health inequalities in Blackpool.

A list of 35 projects from AHSNs will be circulated to to partners.

### **12. Steering Board Membership/Partner Forum**

MG and JP agreed to approach partners individually in topic related groups on how they take forward implementation rather than via PPP forum.

The Chair highlighted the need to reflect on strategic engagement with partners and their contribution to the governance of the CLAHRC

**It was agreed that time would be set aside to reflect on overall governance at next meeting.**

**Date of next meeting 20<sup>th</sup> March 13.00-15.00pm, UCLan.**

