

Notes of Management Group Meeting

DATE 10 OCTOBER 2017



Present: Jeni Beecham (chair), Nadia Brookes, Lisa Callaghan, Robin Darton, Jane Dennett, Julien Forder, Karen Jones, Ed Ludlow, Olena Nizalova, Ann-Marie Towers

Apologies: None

1. Action points

- Jules to seek the approval of site PIs for us to share PRU applications with PSSRU at Kent.
- Ed to clarify position on laptop security at the next branch meeting.
- People with grant applications in the pipeline to check that they are on Krimson.
- Lisa to circulate the HWB report.
- Ann-Marie and colleagues to suggest requirements to inform the professorial job description.

2. Minutes/matters arising from previous meeting

- Ed reported that the new improved website had been launched.

3. PRU update

- Jules informed the meeting that PSSRU at Kent was part of four bids (which all went in on time). As well as **Quality, Safety and Outcomes** (led by us, with Oxford (including the Picker Institute) and LSHTM as partners), **Adult Social Care** (led by PSSRU at LSE, also involving Alisoun Milne and Julie Beadle-Brown), and Karen's involvement with CHSS' commissioning bid (**PRUCOMM**), we had a late request to be part (modest involvement) of the new PIRU (led by Rand). Before accepting Rand's request, Jules had a long discussion with Martin and Jose-Luis.
- The decisions are due in December.
- Jules will seek the approval of site PIs for us to share PRU applications with PSSRU at Kent. (There are issues around personal data and the rights of people who contributed ideas to the bids.)
- Jennifer Bostock and Matthew Baker were involved in the QSO bid as co-investigators.
- At this stage we are requesting 100% FEC.
- Jeni has downloaded a copy of the *Future of Health and Social Care* document to the PRU directory on U:.

4. Business plan/future strategy

- Discussion of the 2018 business plan will be delayed until the November meeting (once Sarah is in post).

5. Faculty planning strategy

- Jules reported that next year we will be in Track A. The advantage of this is that we will get faster decisions on planning.
- PSSRU is in a solid position, and is widely respected by others in the University.

6. Research and other core functions

- Jeni reported that she is through to the interview stage (scheduled for early November) on an application with Peter Langdon on people with learning disabilities. We have requested the Krimson number from Peter (18:09:17).
- Karen reported that she has been asked to collaborate with York (initial stage) on local integration initiatives in Hackney.
- Jeni reported that she is collaborating with Brighton on an NIHR programme on HIV services. The total grant value is up to £3m over five years and the application is in very early draft. PSSRU would play a part in the economic component. [JENI: DON'T FORGET TO ADD THIS TO KRIMSON!]
- The QORU programme for 2018 needs to be firmed up. Karen and Jeni are taking this forward (and are nearly there).

7. Data sharing/security

- Karen is chasing NHS Digital for the one-year extension to our current DSA for holding ASCS and PSS SACE data. It was supposed to take no more than ten days but has already taken longer.

8. Laptop security

- Ed had already sent clarification, but Ann-Marie asked that he set out the position clearly at the next branch meeting.

9. REF2021

- Ann-Marie said there was not much change since the last meeting. Feedback has been received from external reviewers. The pilot is going ahead.
- Jules checked that colleagues had returned their self-rated forms. All had, except Jeni (who had it on her to do list). Jules said that a huge amount of work was taking place in the background, and he passed his grateful thanks to all involved.

10. Human resource issues – health and wellbeing

- Lisa had finalised the HWB report and it would be circulated that week.
- This week Lisa was looking at the “communications” question, and aimed to circulate a report before Christmas.
- The HWB group are aiming to organise an away day for next year.

11. Human resource issues – SSPSSR support staff

- Ed reported that the School SMT meeting had been superseded by the Professional Services Managers Meeting (PSMM). This involves Ed, Jane/Sarah.

12. Human resource issues – STEERS

- The University is offering a Short-Term Enhanced Efficiency Retirement Scheme (STEERS) to academic members of staff who meet the eligibility criteria, to request to leave the University with a generous severance payment. Jules was asked to check with HR whether it applied to research-only contracts.

13. Human resource issues – professorial post

- Olena reported that the Economics Department was considering changes to its graduate programme to include health economics. She thought there might be an opportunity to share a post.
- Jules said that health economics was a strong feature of the previous job description, but it was extremely difficult to recruit health economists.
- Ann-Marie thought that we already had enough good health economists in the Unit. We need a professor who can lead in mixed methods (a BSG-type person or, preferably, an Ann clone).
- Jeni added that we need someone with a good track record in getting grants.
- Jules said one problem was that potential applicants were put off by having to chase research funding.
- Ed recommended asking Stephen Peckham about how he managed to successfully recruit to a number of professorial posts (five in the last five years).
- Ann-Marie and colleagues were asked to suggest requirements to inform the job description.

14. Human resource issues – Athena Swan

- There was discussion about whether the School was seeking silver or bronze in the Athena Swan awards. Jules advised the group that he would let the group know once the School had made its decision.

15. Finances

- Jane reported that the RAM statement for September showed a surplus of about £3k.
- Thanks to Kate Ludlow's efforts, both CHSS and PSSRU had been awarded a rebate on their space charges for 2017/18 (worth nearly £34k to us).

16. Impact & involvement/engagement

- Ann-Marie had attended a Research in Practice meeting which involved the Whiddon Group. The latter has been shortlisted in the top 50 most innovative companies in Australia and New Zealand due to its use of ASCOT in care planning. It is the only non-profit shortlisted. Jules will forward this information to the VC. Ann-Marie is collaborating with Whiddon on an article for a practice journal (Australian Journal of Dementia Care) in Australia. Ed suggested she also blogged about it, and that we pass it to our contact in the press office (Martin Herrema). Update since the meeting: the blog is now live on the new website and has been tweeted about. Press office were not interested, as they

didn't think it was of public interest, which it probably isn't! It's probably more of an impact thing and has been added to VV Ventures.

- Ann-Marie clarified the situation with Whiddon and ASCOT. We are licensing them to roll out to their providers, and in return they will feed back to improve our impact. ASCOT will be free for Whiddon to use, but there will be a charge to others of which we will get a cut.

17. Ethics and related issues

- Karen reported that we had held a lunchtime session to recruit new ethics panel members. Six new reviewers had joined the group.

18. Issues raised by staff

- Ann-Marie mentioned the concern that had been expressed about not keeping staff members informed about the position with the new ESHCRU PRU.

19. Any other business

- Ed reported that currently ads are showing on Google searches on our new website. It does not look professional, but the issue will be resolved in due course.
- Jane had said that she had suggested changes to the text on the About page, but as yet had not had any feedback from senior people at Kent and LSE PSSRU.
- Regarding transferring the ownership of the PSSRU domain (pssru.ac.uk) to Kent (currently owned by Manchester), Ed is currently working with IS and Corporate Comms. It may be if things don't move quickly, input from a senior member of staff is required. Ed will people informed as required.
- Ann-Marie reported that the ASCOT website was coming along nicely.
- Accommodation. Ed suggested that people should look around the Sibson building to get an idea of the sort of furniture planned for the new Cornwallis offices.
- New researcher development seminars: Erica Gadsby wants to organise joint CHSS/PSSRU seminars (with lunch) to looking at funding opportunities for early career researchers. We will be exploring what is important to researchers in Centres.

Dates of next meetings:

MG meeting 7 November 2017

branch meeting 27 October 2017

exec group meeting 6 November 2017