

MINUTES



Meeting:	Research Advisory Group		
Location:	Committee Room, Level 1 Hockin		
Date:	4 April 2018	Time:	3:00 – 4:30pm

Members: Apologies (A)	Ross Lawrenson	✓	Mo Neville	✓	Neville Hablous	✓
	Sue Hayward	✓	Darrin Hackett	A	Rees Tapsell	A
	Maureen Chrystall	✓	Damian Tomic	A	Loraine Elliot	A
	Derek Wright	✓	Michael Jameson	✓	Angela Beaton	A
	Mariana Van der Walt	✓	Deborah Harris	✓	Jamie Sleigh	A
	Prabani Wood	A	Wendy Thomas	✓	John Conaglen	
	Hugh Kinninmonth	✓	John Parsons	A	Nina Scott	✓
In attendance	Jade Sewell	✓	Justine Crittenden	✓	Kelly Byrne	✓

Minutes	Sarah Brodnax	✓				
---------	---------------	---	--	--	--	--

Item	Details
1	<p>Previous Minutes</p> <p>Apologies were accepted. Minutes were approved as true and correct.</p> <p>Matters Arising updated.</p>
2	<p>Terms of Reference & Membership</p> <ul style="list-style-type: none"> No changes made
3	<p>Governance</p> <ul style="list-style-type: none"> Te Mana Raraunga Charter (Maori Data Sovereignty Network Charter) <ul style="list-style-type: none"> Nina Scott noted that the charter provides guidance on use of data, particularly with respect to data registries. The Charter can be used by Waikato DHB, in the research sense to Reflect on the guiding principles from time to time Gain Maori data sovereignty expertise (for example Nina) Involve Te Puna Oranga for analysis – framing results properly. Nina suggested that the Charter be recognised in the Research Advisory Group terms of reference. Discussion then moved to the eSpace programme, and the viewing/sharing of data across the Midland DHBs. ACTION: Nina to discuss Maori Ethnicity Data Protocols with Maureen Chrystall Research Report by Department <ul style="list-style-type: none"> The report was discussed, noting the number of research projects registered. Reports can be produced by service/researcher etc. The intention is to start disseminating this information to service governance groups on a regular basis Agreed this information should be more widely available – on our internet pages. Sue Hayward noted there is little research being done by nursing in the report, yet

MINUTES



Item	Details
	<p>there is more research being done.</p> <ul style="list-style-type: none"> ○ Consider adding new columns to the spreadsheet/database going forward – so can identify research by the discipline of the principal investigator at Waikato DHB; and whether it involves collaboration with other organisations. ○ Consider: linking lists of research/annual report to our recruitment page <ul style="list-style-type: none"> ● Research Publications <ul style="list-style-type: none"> ○ A review of publications in the past year that mention Waikato DHB showed more than 130 publications, across all levels (senior doctors, doctors in training). ○ Waikato is mentioned in a number of different ways: Waikato Hospital, Waikato DHB, Waikato Clinical Campus, and University of Waikato. It was agreed that researchers should be requested to reference Waikato DHB in future as well as their academic affiliation. ○ ACTION: Once report finalised, Ross to present the argument to Clinical Directors meeting. ● Dashboard <ul style="list-style-type: none"> ○ Mo shared a list of items that were on the dashboard at Salisbury, NHS. ○ Suggestions made included: add ethnicity, and number of Maori participants; include the dashboard on the research internet page, include collaboration information (primary care, Wintec, Universities etc). The audience would be staff, board, internet (publications) and services.
4	<p>Presentation from Research Units</p> <ul style="list-style-type: none"> ● Kelly Byrne, Anaesthesia <ul style="list-style-type: none"> ○ Kelly outlined the background to research in the Anaesthetics department, noting they were a service that aims to increase research and increase qualifications amongst their staff. The unit has two 0.8 fte research nurses, funded by the trials the unit takes part in. Typically they are involved in 3-4 multicentre trials and 3-4 local trials at any time. They are working to build a collaborative with St Vincents in Melbourne. ○ Kelly noted that many of the multi-centre trials don't provide clear results as there is such a breadth of practice across all the centres. ○ There are 3-4 provisional fellows in the unit at any one time, and it would be ideal to get them more involved in research. Registrars have an audit requirement as part of their training. Mo asked if there is anything the DHB can do to assist in supporting Fellows? ○ Hugh wondered if we should look at how to reduce surgery ○ Is there a way to have a scholarship type of arrangement to encourage research ○ Overall, it was noted that the department has been very successful. The Department have designated a lead for research (Kelly), have got academic tenths from the University of Auckland (Jamie Sleigh and John Barnard plus Hugh Douglas for teaching), have invested in research capacity through Logan Voss, and have employed research nurses due to their success in attracting funding through clinical trials. It is viewed as one of the top research departments in their field in the New Zealand
5	<p>General Business</p> <ul style="list-style-type: none"> ● Summer Studentships <ul style="list-style-type: none"> ○ Background: Approx 12 summer studentships each summer, most funded by the DHB at \$5000 each, for a 10 week period. Students receive payment half up front, and half on completion. The supervisor applies for funding; the project is often a

MINUTES



Item	Details
	<p>small part of a larger research project.</p> <ul style="list-style-type: none"> ○ It was suggested this should be publicised more widely on the internet / intranet, along with guidelines and frequently asked questions; and once the selection process is complete a list of successful summer studentships should be published on the research page. It was also suggested that the criteria could be reviewed to encourage research that contributes to equity (perhaps simply by adding a question to the application “How will this contribute to equity?”) as well as encouraging applications from allied health and nursing disciplines. ○ ACTION: Michael Jameson to look at suggestions above. <ul style="list-style-type: none"> • National Consultation on Health Research Priorities setting process <ul style="list-style-type: none"> ○ Noted that this consultation has occurred and that further consultation will occur later this year on the actual priorities themselves.
6	<p>Next Meeting – 6 June 2018</p> <p>Hugh Kinninmonth to present on Research / Primary Care</p>

ACTION LIST

Responsible	Required action	Due date	Status
Mo / Maureen	Progress on internal audit report regarding finance in research to be monitored.		
Mo / Ross	Ross to liaise with Donna Straiton regarding a date to present to the Board on the Health Strategy, Research Annual Report and the Research Advisory Group (September 2018?)		
Loraine/Mo/ Debra/Angela	Develop a background paper on research strategic priorities for discussion at Waikato DHB Executive Group	June	
All	Any updates on Terms of Reference or Health Strategy summary paper to be sent to Sarah.	Ongoing	
Veronique*	Provide feedback on National Research Office Managers Alliance meeting discussion on databases		
Nina	Discuss Maori Ethnicity Data Protocols with Maureen Chrystall with regard to eSpace project	June	
Sarah	Review spreadsheet/database and look at what further data to collect from researchers.	June	
Michael	Review criteria for summer studentships – to encourage other disciplines, research that impacts ethnicity; and publicise call for applications more widely		
Ross	Present to Clinical Directors regarding referencing Waikato DHB in publications		

Next Meeting:

**6 June 2018, 3:00 – 4:30,
Committee Room, Hockin L1**

*The discussion was fairly brief, the main result being to look at how ANZICS-QI and Midland Trauma manage data as they both have robust processes.