

MINUTES



Meeting:	Research Advisory Group		
Location:	Committee Room, Level 1 Hockin		
Date:	6 June 2018	Time:	3:00 – 4:30pm

Members:	Ross Lawrenson	✓	Mo Neville	✓	Neville Hablous	✓
	Sue Hayward	✓	Darrin Hackett	A	Rees Tapsell	A
	Maureen Chrystall	A	Damian Tomic	A	Loraine Elliot	A
	Derek Wright	✓	Michael Jameson	A	Angela Beaton	A
Apologies (A)	Mariana Van der Walt	A	Deborah Harris	A	Jamie Sleigh	✓
	Prabani Wood	A	Wendy Thomas	✓	John Conaglen	
	Hugh Kinninmonth	✓	John Parsons	✓	Nina Scott	✓
In attendance						
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"> Terms of Reference were reviewed, including membership, and amended.
3	<p>Governance</p> <ul style="list-style-type: none"> Aligning Research with DHB Strategy <ul style="list-style-type: none"> Mo provided an overview of the paper, noting that the discussion was a starting point and raised a number of suggestions. Discussion at the meeting included <ul style="list-style-type: none"> a focus on implementation/translational research, links with the Health Strategy, need to link with external sites such as University of Waikato Management School and University of Auckland engineering school, and Wintec. need for a forum where some of the good audit/research occurring at ward level within the organisation can be reported/raised to a more strategic level a research/innovation hub where researchers could share ideas, learn process, discuss their ideas for research (and how to start), where to find help to write protocols / funding applications / ethics applications, and feel free to ask “silly” questions. A “Research Day” with sessions on process, and also promoting research that has occurred. People could attend session by session (not necessarily the whole day). ACTION: RAG Members to forward any ideas on how we might galvanise researchers to Mo Neville. ACTION: Mo to refine the paper, in preparation to presenting to EG/Board. Research Database <ul style="list-style-type: none"> The list of information captured in the current research database was shared, and

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Item	Details
	<p>members were invited to suggest any additions to that data.</p> <ul style="list-style-type: none"> ○ The two suggestions made at the April meeting were added to the list.
4	<p>Presentation from Research Units</p> <ul style="list-style-type: none"> • Hugh Kinninmonth, Hauraki PHO <ul style="list-style-type: none"> ○ Hugh presented on data collected at the PHO level, which is useful for comparison and learning – for example why are some practices outliers (at either end of the spectrum). They are keen to learn why some practices have particularly good results, and how can these be shared with other practices. ○ Data is collected by practice. This takes into account the nursing and administration staff contribution (for example poor data entry will affect the reports). ○ Reviewed the results against targets – suggested it is time to review the targets. ○ Noted that one thing GPs don't do well is interact with other practices, sharing expertise and information. ○ The dataset is 99.5% accurate with regard to ethnicity and domicile. ○ ASH – numbers per 100,000 show a large variation between practices. There is room for research on why the differences occur and qualitative information. ○ Hauraki PHO is keen to work with others and research the differences between practices, so this can be rolled out to other practices. ○ John Parsons will connect with Hugh regarding qualitative data John has collected.
5	<p>General Business</p> <ul style="list-style-type: none"> • National Consultation on Health Research Priorities setting process – Priority setting process has been consulted on and developed. Further consultation on the actual priorities will occur later this year. • Research Registries – There was further discussion on the registries held within the DHB, and externally. Some are held for treatment/audit purposes and others for research. Examples of the larger databases include the diabetes register (approx. 25000 patients), Midland Trauma System, ANZACQI, Dendrite. These generally have some sort of governance around accessing the data. But there are a number of smaller databases in existence. <ul style="list-style-type: none"> ○ ACTION: Sarah to do a stocktake of databases and present to RAG. • Scholarships – Discussion regarding available scholarships. We are slowly gathering information about the support Waikato DHB provides to research. In addition to the Research scholarship at Waikato University and summer studentships at Waikato Clinical School, there is also support given to the Institute of Rural Health for research.
6	<p>Next Meeting – 1 August 2018</p> <p>Matthew Parsons to present on Institute of Healthy Aging</p>

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ACTION LIST

Responsible	Required action	Due date	Status
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?)		
Nina	Discuss Maori Ethnicity Data Protocols with Maureen Chrystall with regard to eSpace project		
Michael	Review criteria for summer studentships – to encourage other disciplines, research that impacts ethnicity; and publicise call for applications more widely		
Ross	Raise issue with Medical Advisory Committee regarding referencing Waikato DHB in publications		Complete
All	Forward any ideas on how we might galvanise researchers to Mo Neville	July	
Mo	Formalise a paper for Executive Group/Board	August	
Sarah	Undertake a stocktake of databases held at Waikato DHB and present to RAG	October	

Next Meeting:

**1 August 2018, 3:00 – 4:30,
Committee Room, Hockin L1**