

**Research Action Group (RAG) Meeting**

**Date: Wednesday 19<sup>th</sup> March 2025**

**Time: 2pm – 3.30pm**

**Venue: MS Teams meeting**

Please note: this meeting will be recorded and used as source information.

**Agenda**

| Item  | Item/Presenter  | Enclosures |
|---|---|------------|
| <b>1. Meeting Administration</b>                      |   |            |
| <b>1.1</b>  | <b>Welcome and Apologies:</b>   |            |
| <b>1.2</b>  | <b>Matters Arising:</b> <ul style="list-style-type: none"> <li>- RAG Terms of Reference due for review 1<sup>st</sup> April 2025</li> </ul>   |            |
| <b>1.3</b>  | <b>Minutes of the last RAG meeting – 30<sup>th</sup> October 2024</b>   |            |
| <b>1.4</b>  | <b>New Appointments</b> <ul style="list-style-type: none"> <li>- New Clinical Leads for Research</li> <li>- Clinical Director for Research</li> <li>- Public Health Consultant</li> </ul> |            |
| <b>1.5</b>  | <b>Action Matrix</b>  |            |
| <b>2. Updates from Partners / support departments</b> |   |            |
| <b>2.1</b>  | <b>Research stories</b> <ul style="list-style-type: none"> <li>- Past stories to be accessible on internet pages</li> </ul>   |            |
| <b>2.2</b>  | <b>WWL Library Services and Research Repository</b>   | Verbal     |

|                               |  |                  |                              |
|-------------------------------|--|------------------|------------------------------|
| 2.3                           | <b>Publications and Research Outputs</b> <ul style="list-style-type: none"> <li>- Affiliations</li> <li>- Systematic Reviews (Prosperous)</li> </ul>   |                  | Verbal                       |
| 2.4                           | <b>Edge Hill University</b> <ul style="list-style-type: none"> <li>- EHU Update</li> <li>- Research Academic Society - Launch Event Edgehill/University of Central Lancs (29<sup>th</sup> Jan)</li> <li>- New MSK school and other developments</li> </ul>   |                  | Verbal                       |
| 2.5                           | <b>Patient, Public Inclusion &amp; Engagement</b> <ul style="list-style-type: none"> <li>- PPIE Report</li> </ul>  |                  | Verbal                       |
| 2.7                           | <b>Research Partnerships</b> <ul style="list-style-type: none"> <li>- Wigan Health and Care Research Forum</li> </ul>  |                  | Verbal                       |
| 2.4                           | <b>Finance Report</b> <ul style="list-style-type: none"> <li>- Financial Accountants Summary</li> <li>- Research Finance Investment Group</li> </ul>   | <br>             | Presentation<br>Presentation |
| <b>3. Progress and Review</b> |  |                  |                              |
| 3.1                           | <b>Research Highlights</b> <ul style="list-style-type: none"> <li>- The Greenwood Room – at the Hub</li> <li>- SOFF Trial completion and results</li> <li>- Intranet/Internet web pages updates</li> <li>- Patient Report Experience Survey (PRES)</li> <li>- NEW Commercial Site Identification Pilot Site</li> </ul> | <br><br><br><br> | Verbal                       |

|     |  |  |  |
|-----|--|--|--|
| 3.2 | <b>Research Strategic Developments</b> <ul style="list-style-type: none"> <li>- NEW Commercial Research Delivery Centres</li> <li>- Regional Research Delivery Network (Northwest) Strategic Funding (&lt;£150k per collaboration)</li> <li>- NHS England - Research Toolkit for matrons and other health care leaders - launched!</li> <li>- SORT tool and progress update</li> <li>- Clinical Academic Survey</li> <li>- Nurse and Allied Healthcare Professional Research in Cheshire and Mersey (NRICAM) Group - annual showcase event on Tuesday 4th March 2025 (9-4pm), at Alder Hey Children's Hospital (in the Institute in the Park).</li> <li>- <i>Note Chief Nurses invited to lunch time meeting to discuss joint Clinical Academics roles.</i></li> </ul> |  |  |
| 3.3 | <b>Grant Applications/Sponsorship Report</b> <ul style="list-style-type: none"> <li>- Grant Applications &amp; Sponsorship Report</li> </ul>   |  |  |
| 3.4 | <b>Research Governance and Audit Report</b>  |  |  |
| 3.5 | <b>Identified Key Risks</b> <ul style="list-style-type: none"> <li>- Medical Devices registration/training (corporate risk)</li> <li>- Incident reporting / quality management system approaches across NHS Trusts</li> </ul>  |  |  |
| 3.6 | <b>R&amp;D Policies – for review</b> <p>No new policies for review this time.</p> <ul style="list-style-type: none"> <li>- SOP for publications for comment</li> </ul>   |  |  |
| 3.8 | <b>Research Delivery – Activity across the Trust</b> <ul style="list-style-type: none"> <li>- Trust Portfolio of Activity – Final Recruitment Figures, ODP Report</li> </ul>   |  |  |

| 4. Funding and Training Opportunities |   |   |        |
|---------------------------------------|---|---|--------|
| 4.1                                   | <b>Funding Opportunities</b><br><br>Links to funding opportunities on NIHR website.<br><a href="#">Funding Opportunities   NIHR</a>                   |  | Verbal |
| 4.2                                   | <b>Research Career Development - <i>NMAHPs</i></b>  |  |        |
| 4.3                                   | <b>Research Career Development – <i>Consultants</i></b>   |  |        |
| 5. Any Other Business                 |   |   |        |
| 5.1                                   | <b>Next Meeting date</b><br>-<br><b>TBC – June 2025</b><br><br><b>THE DEADLINE FOR SUBMITTING PAPERS IS 7-DAYS<br/>PRIOR TO THE NEXT MEETING DATE</b> |  |        |