

## Trust Board Report

<b>Meeting Date:</b>	Monday 28th October 2013
<b>Title:</b>	Host of the West Midlands Local Clinical Research Network (WMLCRN)
<b>Executive Summary:</b>	This report provides the Trust Board with a progress update on the delivery of the Host arrangements.
<b>Action Requested:</b>	Trust Board are asked to note the report
<b>Report of:</b>	Director of Planning and Contracting
<b>Author: Contact Details:</b>	Director of Planning and Contracting <a href="mailto:Maxine.espley@nhs.net">Maxine.espley@nhs.net</a>
<b>Resource Implications:</b>	The indicative financial envelope for 2014/15 has been released by the National Institute of Health Research (NIHR) and the West Midlands Region is expected to receive circa £27m for health research activities.
<b>Public or Private:</b> (with reasons if private)	Public
<b>References:</b> (eg from/to other committees)	
<b>Appendices/ References/ Background Reading</b>	
<b>NHS Constitution:</b> (How it impacts on any decision-making)	<p>In determining this matter, the Board should have regard to the Core principles contained in the Constitution of:</p> <ul style="list-style-type: none"> <li>✚ Equality of treatment and access to services</li> <li>✚ High standards of excellence and professionalism</li> <li>✚ Service user preferences</li> <li>✚ Cross community working</li> <li>✚ Best Value</li> <li>✚ Accountability through local influence and scrutiny</li> </ul>

## Background Details

### 1. Introduction

The Trust Board received a report in September 2013, informing the Board that the RWT proposal to Host the WMLCRN had been successful. 15 Host sites have been selected by the NIHR to co-ordinate the delivery of Research and Development (R&D) activity and to drive improvements in the level of research offered to patients across the Region.

The new Host arrangements are due to be implemented in April 2014 and will operate for a period of five years.

During the next few months a significant amount of work is required to ensure the appropriate arrangements are in place, including:

- The establishment of the Host management structure
- The development of systems to enable financial allocations to other NHS Trusts and Primary Care
- The implementation of a robust IT infrastructure for the Host function
- The profiling of the existing workforce and to undertake TUPE as appropriate
- The establishment of the Host governance arrangements

### 2. Overview of the Host

Across the West Midlands there are 14 existing networks, including the current Clinical Research networks and themed networks such as Cancer, Mental Health and Stroke. All 14 networks will be merged to create the new Host arrangements led by RWT by the 1st April 2014.

As the new Host RWT will allocate the R&D financial resources to 28 NHS/FT Trusts, 23 CCG's and 950 General Practices and the financial envelope for 2014/15 is expected to be circa £27m. In addition to the allocation of funds the Host will provide performance data to demonstrate the level of R&D activity at Trust/GP level and work with providers to increase this year on year.

The Trust has set 4 key objectives as the Host of the WMLCRN

- To build on the success to date of all member organisations
- To ensure clear and equitable funding which is used to stimulate and underpin research activity
- To drive the expansion of R&D activity with a key focus on quality and performance management
- To support the delivery of locally developed clinical trials from the many outstanding clinical research units across the region

To deliver the expected requirements of the Host RWT will hold a contract with the NIHR, the contract is still in development and is expected to be released to the 15 Hosts in November 2013.

	<p>One of the key requirements of the Host is to ensure that any potential conflict of interest which may exist between the Trust's internal R&amp;D function and the Host role is managed. To enable this the leadership arrangements for the Host will be delivered through separate management structures and two dedicated roles will be appointed i.e. a Clinical Director and a Chief Operating Officer. National job descriptions have been developed for these roles.</p>
<p><b>3.</b></p>	<p><b>Transition Arrangements</b></p> <p>In order to ensure the delivery of the new Host arrangements by the 1st April 2014, the NIHR has established a number of mechanisms to support the successful Trusts. These include:</p> <ul style="list-style-type: none"> <li>• The establishment of a national transition team. The team is leading key aspects of the delivery including the development of IT solutions, the contractual arrangements and communications.</li> <li>• The appointment of a Transition Lead. The NIHR has appointed a dedicated Transition Lead for each Host. All leads are senior managers from existing networks therefore bring a detailed level of knowledge of existing local arrangements. The Transition Lead for the WMLCRN is in post and working closely with the Trust.</li> <li>• Funding to appoint the key posts of Clinical Director and Chief Operating Officer in January 2014. Recruitment will commence for these posts during October 2013.</li> <li>• Funding to appoint a dedicated HR lead for 2 days per week throughout the transition period. The funding is available immediately and the HR team are currently sourcing this capacity</li> <li>• The establishment of a Regional Transition Oversight Group. The group brings together the senior management and clinical leads from the existing Networks and has developed a number of workstreams to support the transition plan.</li> </ul> <p>The Trust has established an internal Transition Group to oversee the work plan to deliver the Host arrangements and identified leads for key areas such as finance, IT, estates and HR. Communication has commenced with key partners and the existing networks and this will continue throughout the transition process.</p> <p>A key component of the workplan is to map the staff and financial resources across the existing Networks. This is underway and demonstrates the complexity of the current Host arrangements and a detailed due diligence exercise will be required to ensure the Trust is aware of the level of financial responsibility and the mitigations required in the contract negotiations with the NIHR.</p>
<p><b>4.</b></p>	<p><b>Governance</b></p> <p>The governance arrangements for the Host will be set out in some detail within the NIHR Host contract. These are expected to set out the requirement for the Trust to establish a Partnership Committee comprising of all members</p>

	<p>as well as an operational group bringing together R&amp;D Managers. It is expected that the Partnership Committee will be a sub-committee of the Trust Board to ensure that there is sufficient oversight at Board level of the Host activities and performance.</p> <p>Further detail of the Governance arrangements will be shared with the Board once the NIHR contract has been received.</p>
<b>5.</b>	<p><b>Summary and Recommendations</b></p> <p>The Trust Board is asked to note the progress to date in developing the WMLCRN Host arrangements.</p> <p>It is proposed that a further progress report to include details of the required governance arrangements will be provided in December 2013.</p>