

Minutes
Public Research, Development & Innovation Sub-Committee
Velindre University NHS Trust

Date 12/03/2025
Time 2.00-4.00pm
Location Trust Headquarters, 2 Charnwood Court, Parc Nantgarw, Cardiff
Chair Professor Andrew Westwell, Independent Member

PRESENT		
Professor Andrew Westwell	Independent Member and Research, Development & Innovation Sub-Committee Chair	AW
Vicky Morris	Independent Member	VM
ATTENDEES		
Jacinta Abraham	Executive Medical Director and R&D Lead	JA
Matthew Bunce	Executive Director of Finance	MB
Christopher Cotterill-Jones	Research Delivery Manager	CCJ
Amie Garwood-Pask	Deputy Head of Finance Business Partnering	AGP
Chloe George	Head of Component Development, Welsh Blood Service	CG
Sian James	Head of Research, Development & Innovation, Welsh Blood Service	SJ
Rhydian Owen	R&D Cancer Strategy Lead	RO
Professor Robert Jones	Associate Medical Director for Research, Development & Innovation	RJ
Sarah Townsend	Head of Research & Development	ST
Nicola Williams	Director of Nursing, AHP's & Healthcare Scientists	NW
SECRETARIAT		
Sandra Cusack	Business Support Officer	SMC

1.0	PRELIMINARY MATTERS	
1.1	Welcome and Introduction <i>Led by Professor Andrew Westwell, Research, Development & Innovation Sub-Committee Chair</i>	
1.2	Apologies Received From: <ul style="list-style-type: none"> • Jennet Holmes, Head of Innovation • Edwin Massey, Medical Director, Welsh Blood Service • Professor Donna Mead, Trust Chair • Non Gwilym, Director of Corporate Governance (Interim) • Dr Carys Morgan, Clinical Director, Velindre Cancer Services • Alan Prosser, Director Welsh Blood Service 	
1.3	In Attendance The Chair extended a warm welcome to the following attendees in support of specific agenda items: <ul style="list-style-type: none"> • Ross McLeish, ARC Programme Manager (Item 3.1) • Kate Cleary, Cancer R&D Programme Manager (Observer) • Helen Robertson, RD&I Communications & Engagement Officer (Observer) 	
1.4	Declarations of Interest <i>Led by Professor Andrew Westwell, Chair of the Research, Development & Innovation Sub-Committee</i> No declarations of interest were raised.	
2.0	STANDARD BUSINESS	
2.1	Draft Minutes from the meeting of the Public Research, Development & Innovation Committee held on the 10th December 2024 <i>Led by Professor Andrew Westwell, Chair of the Research, Development & Innovation Sub-Committee</i> The Research, Development & Innovation Sub-Committee APPROVED the Minutes of the Public Meeting held on 10th December 2024 as an accurate reflection of proceedings.	
2.2	Review of Action Log <i>Led by Dr Jacinta Abraham, Executive Medical Director and RD&I Lead</i> The action log was discussed and Committee members confirmed that they were assured that all actions identified as closed had been fully instigated and could therefore be closed. The remaining action log was reviewed and discussed as follows:	

	<p>Action 5.1 [10.12.24] - RD&I Performance Report - Rita Options Appraisal</p> <p>The decision on the Rita Chat Bot project was briefly discussed, with the need to conclude it by the next committee meeting. This will follow discussions with the innovation team scheduled for the first week of April and subsequent consideration by the Executive Management Board.</p> <p>The Research, Development & Innovation Sub-Committee REVIEWED and UPDATED the actions from the December 2024 Committee.</p>	JH
2.3	<p>Matters Arising</p> <p><i>Led by Professor Andrew Westwell, Chair of the Research, Development & Innovation Sub-Committee</i></p> <p>There were no matters arising.</p>	
3.0	PRESENTATION AND GUEST ATTENDEES	
3.1	<p>Advanced Radiotherapy Cymru (ARC) Academy Update</p> <p><i>Led by Ross McLeish, ARC Programme Manager</i></p> <p>Ross McLeish provided an overview of the ARC Programme, highlighting its objectives, funding, and the progress of various projects. The ARC Academy is an all-Wales program established to drive innovation in radiotherapy treatment, expedite the adoption of novel service developments, and widen access to state-of-the-art equipment. To date, the program has received 11 applications, with 8 approved, 1 provisionally approved, and 2 not endorsed.</p> <p>Applications have come from Velindre, Swansea Bay, and Cardiff University, with no applications led by Betsi Cadwaladr University Health Board, though they are involved in collaborative projects. The program aims to maintain a balanced portfolio across its five strategic objectives and encourages applications that foster collaboration among Welsh radiotherapy centres. The ARC Board, chaired by Professor Andrew Westwell, oversees the program, ensuring alignment with strategic goals and addressing challenges related to all-Wales collaboration.</p> <p>The Research, Development & Innovation Sub-Committee congratulated Ross and the Innovation Team and NOTED the Advanced Radiotherapy Cymru (ARC) Academy Update.</p>	
4.0	KEY REPORT(S)	
4.1	<p>Executive Medical Director Briefing</p> <p><i>Led by Dr Jacinta Abraham, Executive Medical Director and R&D Lead</i></p> <p>JA gave a brief overview of high-level activities relating to Research, Development and Innovation during Quarter 3, Financial Year 2024/25 along with noteworthy items from the RD&I environment since the last meeting. Key areas for discussion were as follows:</p>	

	<ul style="list-style-type: none"> • Cardiff Cancer Research Hub: Progress has been strong, particularly in trial recruitment and grant applications, such as the ATMP-focused MRC Centre of Research Excellence. • Nursing and Interdisciplinary Research: Recognition of several individuals for their contributions, including awards and fellowships for Kate Gilmore, Catherine Lewis, Alison Edwards and Jo Simpson. • VPAG Submission: Positive feedback received, indicating potential funding to increase capacity for clinical trials. • Florence Electronic Investigator Site File System: Procurement of this system will digitise clinical trial documents, improving efficiency and compliance with MHRA recommendations. • Welsh Blood Service: Chloe George's successful Health and Care Research Wales award for a trial development project on cold-stored platelets, with significant interest from the military. • Radiotherapy Service: Ongoing management of radiotherapy service support in research, with meetings scheduled to address current challenges. • Biopsy Resource: Efforts to secure funding for radiological biopsies required for research studies, with a focus on improving resource availability. <p>The Research, Development & Innovation Sub-Committee NOTED the contents of the Executive Medical Director Briefing.</p>	
5.0	QUALITY, SAFETY AND PERFORMANCE	
5.1	<p>Research, Development & Innovation Performance Report <i>Led by Sarah Townsend, Head of Research, Development and relevant leads</i></p> <p>ST presented an overview of the RD&I Performance Report for Quarter 3, Financial Year 2024-25, highlighting the Trust's portfolio, recruitment numbers and the new dashboard format. Key highlights included:</p> <ul style="list-style-type: none"> • Cancer R&D Strategy: Progress has been strong, particularly in increasing commercial Advanced Therapy Medicinal Product and patient numbers. Notable areas include palliative care and multi-professional research capacity. Collaboration with Cardiff University and Cardiff and Vale through the research hub and ECMC has been significant. • Trial Portfolio: The Trust's trial portfolio includes 203 research studies, with 56 actively recruiting cancer patients. Highlights include the COAST trial for proton beam therapy in glioma, the Cardiff-led FIX study for colorectal cancer, and the ROSALIND study on cancer super survivors. • Performance Indicators: The Trust has recruited 235 participants to research studies by the end of quarter three, with fluctuations in recruitment numbers due to the closure of larger studies in palliative care. The Trust remains a top UK recruiter for 14 studies and the highest recruiter for one European study. • Health and Care Research Wales Performance Measures: There has been a slight increase in the red RAG rating for open non- 	

	<p>commercial studies, partly due to challenges with small recruitment numbers and long study durations. For open commercial studies, the RAG rating is 43% red across six studies.</p> <ul style="list-style-type: none"> • Welsh Blood Service: The new research strategy is challenging the service to diversify efforts, with ongoing projects such as the real-life evaluation of a new type of bed pack. The service is working to address persistent ambers in dissemination targets and support for research activities. • Innovation Update: The innovation team has made significant progress in structuring activities, capturing innovation efforts, and promoting educational aspects. The team is focused on growing investment for innovation and supporting the development of the Welsh Blood Service's strategy. • Financial Position: The Division reported an overspend of £72,000 at the end of quarter three, primarily due to pay and full establishment challenges. Recruitment is underway to address performance issues related to the payment of invoices within 30 days. • Risk Profile: Two ongoing risks include the radiotherapy service's impact on trial delivery and the resource required for radiological biopsies. Efforts are being made to secure funding and improve resource availability. <p>The Research, Development & Innovation Sub-Committee NOTED the RDI Performance Report Quarter 3, Financial Year 2024-25.</p>	
6.0	CONSENT AGENDA	
6.1	Consent - For Approval / Endorsement	
6.1.1	<p>RD&I Intellectual Property Policy</p> <p>SJ asked if the updated IP Policy could be introduced to the RD&I Group in Welsh Blood Service and suggested walking them through the policy to ensure it is well understood and applied.</p> <p>The Research, Development & Innovation Sub-Committee APPROVED the RD&I Intellectual Property Policy for onward submission to Trust Board on 30th March 2025.</p>	ST
6.2	Consent - For Information / Noting	
6.2.1	<p>Evaluation Report - Implementing the Cancer R&D Ambitions – An Integrated Business Case 2023-2026 <i>Led by Rhydian Owen, Cancer R&D Strategy Lead</i></p> <p>The Committee received the Evaluation Report - Implementing the Cancer R&D Ambitions – An Integrated Business Case 2023-2026 and noted the following actions:</p> <ul style="list-style-type: none"> • Integrated Business Case Draft Report : Prepare a draft report by the end of May for the next funding application to the Charitable Funds 	RO

	<p>Committee. This draft report will be developed with input from the senior leadership team and other stakeholders to ensure it accurately reflects the progress and future needs of the Cancer R&D Ambitions.</p> <ul style="list-style-type: none"> • Charitable Funds Meeting: Follow up meeting with the Executive Director of Finance to discuss the continuation of funding for the integrated business case. • Collaboration Agreement for CCRH: Continue working with Shared Services and legal representatives to finalise the collaboration agreement for the Cardiff Cancer Research Hub. <p>The Research, Development & Innovation Sub-Committee NOTED the Evaluation Report - Implementing the Cancer R&D Ambitions – An Integrated Business Case 2023-2026.</p>	JA
8.2.1	<p>Summary from the Private Research, Development & Innovation Committee Meeting held on the 10th December 2024 <i>Led by Professor Andrew Westwell, Research, Development & Innovation Sub-Committee Chair</i></p> <p>The Research, Development & Innovation Sub-Committee APPROVED the Summary of the Private RD&I Sub-Committee minutes from the 10th December 2024.</p>	
9.0	MEETING REFLECTIONS	
	<p>Members to identify items to include in the Highlight / Assurance Report to the Quality, Safety and Performance Committee / Strategic Development Committee in respect of the following areas:</p> <ul style="list-style-type: none"> • For Escalation • For Assurance • For Advising • For Information <p>AW requested a meeting to discuss the items to take forward in the highlight report.</p>	SMC
10.0	ANY OTHER BUSINESS	
	<p>Health and Care Research Wales Annual Review Meeting ST to co-ordinate the preparation for the annual review meeting on the 8th April, including addressing actions from the previous review and highlighting good news stories and partnerships.</p>	ST
11.0	DATE AND TIME OF THE NEXT MEETING	
	<p>The Public Research, Development & Innovation Sub-Committee will next meet on the 10th June 2025 from 10:00 – 12:00pm at Trust Headquarters, 2 Charnwood Court, Parc Nantgarw, Cardiff.</p>	

12.0	CLOSE	
	<p>The Research, Development and Innovation Sub-Committee is asked to adopt the following resolution:</p> <p><i>That representatives of the press and other members of the public be excluded from the remainder of this meeting having regard to the confidential nature of the business to be transacted, publicity on which would be prejudicial to the public interest in accordance with Section 1(2) Public Bodies (Admission to Meetings) Act 1960 (c.67).</i></p>	
13.0	PRIVATE / PART B SESSION	
	<p>The following item(s) will be discussed at the Private / Part B Session of the Research, Development & Innovation Sub-Committee:</p> <ul style="list-style-type: none"> • Minutes from the Private Research, Development & Innovation Committee held on the 10th December 2024 • Business Case: Innovating Platelet Transfusion: HLA-Depleted Platelets to Overcome Refractoriness in Cancer Care • Business Case: ARC Academy - "Prime-Pull" Immunotherapy: A Study in Cancer Patients Receiving Radiotherapy 	