

**Sheffield Teaching Hospitals NHS Foundation Trust  
Research Committee  
Terms of Reference**

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**1. Background**

Sheffield Teaching Hospitals NHS Foundation Trust (STHFT) works together with the University of Sheffield (UoS), Sheffield Hallam University (SHU) and other organisations to provide learning, teaching and research. An Executive committee is now being established to ensure the delivery of excellent research in line with one of the five aims of STHFT; Corporate Strategy “Making a Difference” 2012-2017.

**2. Purpose**

The Trust aims to be a major international research centre working with its partners. To achieve this there needs to be clarity of how research fits within the busy operational agenda the Trust has. The committee will be expected to;

1. Actively support and promote research within the Trust.
2. Ensure that high quality research is undertaken and developed to realise the Trust’s aim of becoming one of the top NHS research and development performers in the UK and Europe.
3. Monitor delivery of the Trust research strategy
4. Ensure that the development and delivery of research occurs in concert with academic partners, in particular the University of Sheffield

**3. Duties**

- 1 To actively support and promote high quality research throughout the Trust, leading to increased and improved research activity.
- 2 To ensure that the Clinical Research Office provides the necessary infrastructure to facilitate and promote clinicians’ and patients’ participation in high quality research.
- 3 To ensure that academic directorates assume a key role in developing and implementing the Trust’s research and development plans, and consistently meet their research performance objectives
- 4 To ensure that partnerships with the University of Sheffield and Sheffield Hallam Universities in particular, but also all other strategic relationships, are effective.
- 5 To continuously review research infrastructure, capacity and capability to ensure that is equipped to deliver the Trust research strategy and meet national targets.
- 6 To oversee the Trust’s improvement against all national R&D metrics and the production of quarterly data included in the Trust’s performance report, including:
  - increasing the ratio of research grant applications won versus those applied for
  - speed of study start-up
  - time to first patient into study and to recruitment of full target numbers
  - reducing the cost of study to national average
  - closing studies that are set up but do not recruit any patients
  - increasing the number of NIHR portfolio accruals so that SY CLRN and its Y & H successor is in the top five performers
  - increasing the value of grant and sponsorship income

- 7 To oversee the development of increasing capacity to apply for NIHR funding which over the longer term could include BRUs and BRCs.
- 8 To review progress on external partnerships including the Northern Health Science Alliance, other Universities and Teaching Centres, NIHR, and other funding bodies.

**4. Accountable to**

The Trust Executive Group.

**5. Reports to and Method (Including Minutes Circulation)**

Trust Executive Group via receipt of minutes.

**6. Membership - Name/Designation/Chair Or Deputy**

**Members**

<b>Name</b>	<b>Designation</b>	<b>Chair/Deputy</b>
Andrew Cash	Chief Executive, STHFT	Chair
David Throssell	Medical Director, STHFT	Deputy
Tony Weetman	NED (PVC University of Sheffield)	
Hilary Chapman	Chief Nurse, STHFT	
Neil Priestley	Director of Finance, STHFT	
Mark Gwilliam	Director of HR, STHFT	
Andrew Riley	Corporate Development Director	
Wendy Baird	Director of Research Design Service	
Shirley Harrison	Non-Executive Director, STHFT	
Simon Heller	Director of R and D STHFT	
Peter Sneddon	Director of CRO	
Karen Bryan	Head of Faculty of Health and Wellbeing, Sheffield Hallam University	
John Nichol	Dean of SchARR	
Chris Newman	Director of CRF	
Marco Viceconti	Scientific Director, Insigneo	

**Lead Officer (If applicable)**

<b>Name</b>	<b>Designation</b>
Dr David Throssell	Medical Director

**7. Quorum**

Minimum of 6 members of the Committee.

**8. Meeting Frequency**

Quarterly

**9. Date Terms of Reference were approved**

January 2014

**10. Review Date**

January 2015

**11. Process For Reviewing Effectiveness**

Review of progress against duties/responsibilities set out above.

**12. Reporting Structure**

To the Board of Directors