

Minutes of HSR UK Annual General Meeting

29 September 2020, 12.00 – 13.00
Zoom meeting

Attendees:

Trustees

Usha Boolaky

Gary Ford

Naomi Fulop

Andrew Hutchings

Tara Lamont

Angus Ramsay

Judith Smith

Helen Snooks

Kieran Walshe (chair)

Executive Officer

Helen Mthiyane

Representatives of member organisations

Kirsten Armit, Faculty of Medical Leadership and Management

Sheena Asthana, Plymouth Institute of Health and Care Research (PIHR)

Helen Buckingham, Nuffield Trust

Jane Cloke, NIHR ARC North West Coast

Mary Dixon-Woods, THIS Institute

Adrian Edwards, PRIME Centre, Cardiff University

Karen Macpherson, Healthcare Improvement Scotland

Alicia O'Cathain, School of Health and Related Research, University of Sheffield (SchARR)

Catherine Pope, Nuffield Department of Primary Care Health Sciences, University of Oxford

Iestyn Williams, Health Services Management Centre

Observers

Martin Rathfelder

Apologies:

Trustees

Gemma McKenna

Kayleigh Nelson

Stephanie Kumpunen

1	Chair's welcome	HSR UK's Chair, Kieran Walshe (KW) welcomed attendees to HSR UK's first Annual General Meeting as an independent charity.
2	18 months in review	<p>KW provided an overview of developments since HSR UK registered as a charity in its own right in March 2019.</p> <p>Since January it has been hosted by the Nuffield Trust and an Executive Officer, Helen Mthiyane (HM), joined at the same time. Helen joins from the Alliance for Useful Evidence at Nesta.</p> <p>HSR UK currently has approximately 40 organisational members including academic units, charities and NIHR ARCs.</p> <p>HM then presented highlights from the 2020 conference, which was converted into a free online event due to the pandemic. She also introduced the 'Changing Healthcare' project run in partnership with Kaleidoscope Health and Care, which explores learning from lasting change in the NHS.</p>
3	Overview of Unaudited Financial Statements for Year ended 31 March 2020	<p>Trustee Andrew Hutchings spoke briefly on the Financial Statements for the charity's first 12 months, which were provided to all attendees in advance.</p> <p>He emphasised that this was an atypical year as the transfer of funds from HSR UK's previous host, Universities UK, occurred in August 2019 after the 2019 conference costs were deducted. Expenditure was lower than usual as there was no staff member in post for approximately six months.</p> <p>Next year's accounts will also be unusual, as we have not made a profit on the 2020 conference. Fortunately, we started the year in a healthy position which provides a buffer.</p> <p>Questions on the Financial Statements were invited and none were received.</p>
4	Board membership	<p>Deputy Chair Judith Smith presented the item on board membership and began by thanking Christopher McKevitt and Jennifer Whitty who have both stepped down from the board in the past 12 months.</p> <p>At present there are 12 trustees and four vacancies on the board, which meets six times a year. The vacancies will be advertised and members are encouraged to promote the opportunity widely and make nominations.</p> <p>The trustees recognise that the board should contain the appropriate mix of skills and, critically, be properly representative of the HSR - and wider - community. The board membership sub group has paid particular attention to how we can increase diversity, including ethnicity, the types of institutions represented, and UK-wide representation.</p>

		<p>The board have also been considering how we might have some patient and public involvement (PPI), such as through an advisory group, or patient representatives on the board.</p> <p>Suggestions and comments on these aims were invited:</p> <ul style="list-style-type: none"> • A member suggested that both board members and a wider panel would offer the best of both worlds. Others agreed with this. • Usha Boolaky said that setting up patient panels can be time consuming and suggested HSR UK might use the Health Foundation's inclusion panel in the interim to help us determine the right approach. • Jane Cloke (ARC NWC) suggested that we link up to the ARC North West Coast's public advisor panel.
5	<p>Proposed resolution for member vote; appointment of trustees by members</p>	<p>KW explained the reason for this resolution, in accordance with the HSR UK constitution. In this first year, members must formally appoint those trustees who have been co-opted by the founding members. In future years, one third of trustees will retire at each AGM, and may be re-appointed, so long as they serve no more than three consecutive terms.</p> <p>Representatives of member organisations were asked to vote Yes or No on the proposed resolution using the buttons in the participant window. Nine votes In favour of the resolution were noted, with no dissenting votes. <u>The resolution was carried unanimously.</u></p>
6	<p>Looking forward</p>	<p>KW said that the board has been discussing the contribution of HSR UK and conducted stakeholder research to inform our 4-5 year plan.</p> <p>The 2021 conference will be entirely digital event again, though this time it will be necessary to charge a fee (with discounted places for members). Views on speakers or themes are welcomed. Anyone interested in sitting on the conference committee is invited to get in touch.</p> <p>A member commented that we might consider a 'state of the science' conference session with an international perspective. Others commented that social care should be included in the programme again.</p> <p>HSR UK will continue to run smaller events across the year, for example on methods, policy or practice questions, or contested areas. A suggestion was made that we might do an event on the ethics /access of fieldwork during COVID-19.</p> <p>As a small organisation it's important to work in partnership, add value where we can, and aim to do a few things well. One strength is as a forum for meeting and an independent voice</p>

		<p>and a way of providing some collective voice for health services research on important issues.</p> <p>Priority areas identified include:</p> <ul style="list-style-type: none"> • equity, diversity and inclusion in HSR • support for early career researchers (to complement the work of others eg NIHR faculty) • developing international links (eg TO-REACH, HSR Europe, AcademyHealth, HSRAANZ) <p>As a membership organisation views are particularly welcomed about how we can raise members' profiles such as through our newsletter which reaches over 4,500 people</p>
7	Questions and comments from members	<p>KW invited questions and comments from all present. The discussion is summarised below:</p> <p>There was interest in developing international links and learning from HSRAANZ which is more mature and might have initiatives we can learn from. This is especially attractive to more junior researchers who might otherwise find it difficult to make those connections.</p> <p>There are some areas where international links are stronger, such as quality and safety, but others, such as workforce, where we could do more collaboration.</p> <p>We might think about how we balance our international interest with consolidating our role as the UK home of HSR. We are well placed to have a stronger comparative element in future conferences.</p> <p>A member from a newer institute noted the difficulty of collaboration in a competitive context and wondered how HSR UK can help to link to collaborators, building critical mass.</p> <p>It was agreed that whilst we compete in funding there is a lot of space for collaboration, such as making the case for HSR related cases going into the REF and government R&D investment. HSR UK can help to facilitate this.</p> <p>E-health was suggested as a key area and in high demand but does not always fall under traditional HSR. HSR UK could bring together a meeting or support / facilitate connections.</p> <p>There was agreement that it would be good to get some more end users of HSR to advise us on these issues. Board members' views and those of clinicians and managers would be particularly valuable.</p>
8	AOB	<p>KW thanked everyone for coming and for the productive discussions. Please continue to feed in ideas and suggestions by email after this meeting.</p>