

PRIME Centre Wales - Executive Management Board meeting

22 May 2018 (10:00 – 12:00)

Data Science Building, Ground Floor, Singleton Campus, Swansea University

Minutes

Present: Emma Baker (minutes), Katherine Brain, Andrew Carson-Stevens, Joseph Carter, Ivor Chestnutt, Antony Chuter, Adrian Edwards, Bridie Evans, Robert Harris-Mayes, Joyce Kenkre, Rachel North, Alison Porter (Chair), Nigel Rees, Steve Smith, Anne Surman, Colin Thomson, Carolyn Wallace, Clare Wilkinson (VC), Mark Williams, Fiona Wood, John Wynn-Jones (VC)

Apologies: Rosanne Palmer, Gideon Calder, Nick Francis, Kerry Hood, Justine Jenkins, Helen Snooks, Robert Van Deursen, Angela Watkins, Marjorie Weiss

1. Welcome and Apologies (A Porter)

- a. Alison Porter thanked everyone for attending the meeting and introductions were made around the table and via video conference. Apologies were duly noted (see above).

2. PRIME Centre Wales Overview years 1-3 (A Edwards)

- a. Adrian Evans presented an overview on PRIME Centre Wales
 - i. The extension submission was successful so we are funded up until 2020 and Health Care Research Wales provided positive feedback on our application
 - ii. The third annual PRIME Annual Conference was held in Swansea, patient representative involvement at this event was high
 - iii. Adrian advised group that PRIME now has a designated knowledge and impact lead – Micaela Gal
 - iv. Adrian advised that Ruth Lewis is lead for methodology with support from Ashra Khanom
 - v. Adrian confirmed that new application for PRIME will be required April 2019 with a call-out happening roughly January 2019 and outcome in Autumn

3. Review of activity across Work Packages (A Porter)

- a. Adrian advised that members of the executive group need to be reviewed and refreshed in light of new appointments etc. **ACTION – Emma Baker to liaise with Angela Watkins to ensure mailing list is updated in readiness for next meeting**
- b. Alison presented *Doc 4 PRIME Executive Management Meeting V2.1* which provided an overview of the work carried out by all work packages from taken from the master Google spreadsheet. Overall we are doing extremely well!

4. Review of Cross Cutting Themes (B Evans)

- a. Bridie presented *Doc 4 PRIME Executive Management Meeting V2.1* which reviewed and confirmed the list of cross-cutting themes. She advised that she had found some difficulties trying to provide an overview of cross-cutting themes and posed the following questions:-
 - i. How often do we report and where do we report it?
 - ii. What is the role of the cross-cutting theme lead?
 - iii. Some cross-cutting themes are 'routine practice' e.g. PPI but do these still get reported?

5. Discussions in groups

Meeting broke into 3 groups to discuss the following proposed questions:

- a. Are we achieving what we hope to achieve?
- b. What are blockages to achieving more?
- c. What is working well?
- d. Is there any overlap between work packages?
- e. Are there things we should change in the future?

Responses to questions from groups included:

- a. Bridie's group
 - i. Felt that PRIME was better than the sum of its parts
 - ii. Felt a focus on inequality and variation could be a cross cutting theme and would link to future generations act
 - iii. Palliative care and pain was another area of discussion that they felt there was a gap in evidence and practice. It is a wide topic area / elderly and frail
- b. Carolyn's group
 - i. Felt that PRIME was achieving but could do better with more 'show and tell' and translating into action
 - ii. Ethical approvals provide a blockage but there is only so much we can do about that
 - iii. That there should be a level playing field between centres and funding and if they want us to deliver more they will need to provide more money
 - iv. Interdisciplinary research is great – providing diversity
 - v. We're good at working across universities
 - vi. Better synergy between work packages
 - vii. We need to better understand Government policies (e.g. future generations) and structure of public services to better align our work
- c. Alison's group
 - i. Felt that we work well together
 - ii. There is sometimes overlap between the work packages, but this is good
 - iii. SAIL – we need to make better use of this, improve awareness and access
 - iv. PRIME profile still needs to be increased amongst researchers, lay people etc.
- d. General discussion from whole group:
 - i. Suggested that a policy area of interest is workforce development – should this become a cross-cutting theme
 - ii. Antony mentioned that chronic pain (specifically back pain) is something that a large number of people suffer with. Joyce suggested this could be included in the focus of long-term conditions work package

- iii. Adrian suggested that we should focus on big issues and common problems that marry up with PRIME's strengths
- iv. Nigel highlighted that pain; wellbeing and mental health are all regularly managed by the ambulance service. He was interested to see how palliative care developed as again ambulance service picks this up.
- v. John emphasised how important maintaining and developing services for the rural population of Wales with 30% of population defined as rural

6. Any other business – nothing discussed

7. Next meeting

- a. Confirmation that next meeting will be in Cardiff in November, being mindful to avoid clash with PRIME Annual Meeting on 26th November. **ACTION – suggested dates for November meeting to be circulated asap – Angela Watkins**

Action Log from PRIME Executive Management Meeting

Action ID	Action by	Action	Comment	Completed?
22.05.18:1	Emma Baker/Angela Watkins	PRIME Executive members list	22.05.18: Emma Baker to liaise with Angela Watkins to ensure mailing list is updated in readiness for next meeting	
22.05.18:2	Angela Watkins	November meeting date	22.05.18: Angela Watkins to circulate suggested dates for November meeting	