QResearch Advisory Board

Minutes

(30.01.2025, 10.00am – 11.00am, dial-in details)

Attending: Paula Dhiman, Antony Chuter, Julia Hippisley-Cox, Ian Wood, Jonathan Ford, Claire Meadows (minutes)

Apologies: Jennifer Hirst, Patricia Wilkie, Rachael Lankshear, Carol Coupland

Chair: Caroline Mitchell

1	Welcome, introductions and apologies	ACTION
	Chair welcomed the group and apologies were noted.	
2	Minutes, actions and matters arising from last meeting	
	The group confirmed they were satisfied with the minutes of the last meeting and there were no matters arising	
3	Review of Terms of Reference	
	This was discussed in detail at the last meeting, but will keep the standing item on the agenda for the next meeting	
4	Move of QResearch to QMUL including Ethics Approval	
	JHC provided an overview of the move to QMUL and the opportunities that this brings. The documents provided to the Board for information and comments were noted.	
	Revised QResearch Protocol (v13) and REC annual report 2024 & REC approval for move to QMUL	
	JHC confirmed that the only thing that will change with regards to ethics is that it will be a different administrative centre. We submitted the 2024 report in December 2024.	
	The Ethics Committee has granted an amendment to the Ethics Approval to allow the move. QMUL will become Sponsor for QResearch from 1st Feb 2025.	
	Agreements and physical transfer	
	JHC confirmed that Oxford and NHS England are supportive of the move and have advised on the legal framework and the relevant agreements have been prepared. There are plans for the team to move to QMUL over the next couple of months. The University of Oxford has assigned all of its interests into QMUL and there is an asset transfer agreement in place. The physical servers will move from the Oxford Data Centre to the QMUL Data Centre. There is a copy of the data will be held at Oxford during the transfer to ensure back-up is in place in case of a disaster in transit to London. This will be deleted once the transfer is complete. There will be a sublicense agreement in place to ensure that the University of Oxford can access data for projects in progress. The current EMIS	

		agreement ended in Sept 2024 and a new one has already been put in place to start at QMUL with further plans for collaboration to be developed once at QMUL. **Updated Practice Notice** JHC confirmed that the practice notice will remain the same except for the administrative centre. **Draft letter to GP practice** JHC confirmed that practices won't need to sign a new data sharing agreement. IW will check with his team just make certain about the process, but he is happy in principle to add his signature to the letter, as is CM on behalf of the Advisory Board. IW asked JHC for a summary paragraph to present to his team which can go in the EMIS newsletter, which JHC is happy to provide. IW needs to follow his internal processes, which could take four weeks if it is expedited so that practices can be informed in a timely manner. **Updated Information for Patients for the website** The updated Patient Information approved by the REC was noted. AC suggested that JHC work with the QMUL media team to run positive news stories about QResearch with the intention of these being picked up by the media. This got a positive response from the group. AC also suggested a patient event, and also doing outreach to GP practices in London. Links with patient organisations would be helpful. AC also mentioned that potential links to policy colleagues would be helpful too in pushing QResearch in line with Government health targets around health data. JHC confirmed she thinks all these ideas are positive, and will consult the group about actioning them once she's settled at QMUL	JHC
	5	**Update on data linkages and new studies** NHS England has approved the team to access TPP data for QResearch. This is already covered by the REC approval. The group think that including TPP data in QResearch is a good idea to provide more scope for studies with additional data. Also it will provide better geographical coverage in some parts of England where TPP have more practices. The TPP data will be hosted in a separate but related database as there will be differences in the data structures although the approach to anonymisation will be the same. The group highlighted that there may be differences in clinical terminology between EMIS and TPP systems though this has recently become more standardised with the use of SNOMED-CT and standard drug coding. IW will discuss with his colleagues at EMIS and get back to JHC if there are any issues that need input. The Group agreed with the proposal to pilot the TPP initiative in a couple of areas initially which will help identify any technical or	

		resource implications.	
	6	**Newsletter version 10** JHC thanked CM for version 10 of the Newsletter which had been distributed before Christmas 2024	
	7	**Update from Scientific Committee** PD confirmed that the Committee is running well, with at least one round of reviewing taking place for every application. JHC confirmed that the reviews were high quality and resulted in stronger applications. Recruitment for new members of the Committee will take place in April and will be administered from QMUL and JHC will organise this	JHC
	8	**AOB & date of next meeting** JHC informed the group that University of Nottingham has agreed to transfer assets and funding that she still had there to QMUL. The Group agreed to have an in-person meeting once a year. JHC will poll for this. This group also has potential to expand to include additional representation from QMUL. JHC confirmed she will send a poll for the next meeting date as soon as she is able after settling at QMUL All members thanked CM for excellent administrative support for the Board since 2019.	JHC JHC