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# INVOLVE

## Minutes of the Evidence, Knowledge and Learning Sub-group Meeting

Thursday 12 October 2006

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**Present:** Sarah Buckland, Alison Faulkner, Helen Hayes, Vanessa Pinfold, John Sitzia, Maryrose Tarpey, Tracey Williamson

**Apologies:** Peter Beresford, Sophie Staniszewska

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### 1. Welcome, apologies, introductions, declarations of conflicts of interest and ground rules.

Sophie Staniszewska, is expecting a baby in October and so will be on maternity leave until June 2007. John Sitzia has kindly agreed to stand in as the Chair of Evidence, Knowledge and Learning until Sophie returns.

John welcomed sub-group members to the meeting.

Conflict of interest: It was agreed that all sub-group members had a potential conflict of interest in areas of work but that they would set this aside for this meeting while they considered their direction and strategic plan.

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### 2. Notes of meeting held on 08 June 2006

These were agreed.

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### 3. Matters arising

#### a) New members

Concern was expressed that there would only be five members of Evidence, Knowledge and Learning until June 2007. It was however noted that the Support Unit would be publicly advertising for new members in Spring 2007.

**b) Joint discussions with Strategic Alliances on developing relationships with other research organisations**

The joint session between Strategic Alliances and Evidence, Knowledge and Learning will be scheduled for the December meeting.

The list of organisations that INVOLVE members belong to will be re-circulated so they can update their details. This work will tie in with a piece of work that Strategic Alliances are developing, requesting information from Group members detailing the meetings they attend either on behalf of INVOLVE or where they specifically promote INVOLVE, eg. in a talk on public involvement in research.

**Action: Support Unit to re-circulate to Group members the list of organisations that individuals belong to and ask them to update their details.**

**c) Public motivation to get actively involved in research**

The report has been finalised and is now available on the INVOLVE website. Hard copies have been circulated to all members of the sub-group. Sub-group members thanked Maryrose for her excellent piece of work.

**d) Building relationships in social care**

Susanne MacGregor, Professor of Social Policy, London School of Hygiene and Tropical Medicine is due to speak in the afternoon meeting about public involvement in social policy / social care research as this issue was also of interest to the other sub-groups.

**e) Update on the scoping study on the publication of articles in relation to public involvement in research**

Maryrose will report at the December 2006 meeting on the feasibility of extending the scoping study to cover an additional year.

**f) Translation of INVOLVE publications into different languages**

The sub-group were advised that following discussions with the Department of Health it had been found not possible to pursue the possibility of INVOLVE publications being translated into different languages. Members were disappointed that it had not been possible to explore this matter further and requested further information at the next meeting.

**Action: Support Unit to find out when this matter had last been raised with the Department of Health and further information as to why it had not been possible to take it forward.**

**g) Budget 2006/2007**

This was noted.

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**4. Operational Plan 2006/2007**

**a) Further development of invoNET**

**Conflict of interest: John Sitzia**

It was noted that invoNET currently has 58 members and that an invoNET flyer and report of the event, March 2006, had been circulated.

It was agreed that the paragraph explaining why INVOLVE felt that it was important to develop an evidence base should be discussed under agenda item 5.

**b) Dissemination of publications**

The PC11 project team have submitted an article on their research to the British Medical Journal (BMJ). The User Controlled Research report was reviewed in the September 2006 edition of Health Expectations.

**Action: Helen to send the reference of the Health Expectation article to sub-group members.**

**c) Identification and collection of articles demonstrating the impact and difference public involvement makes to research**

The Support Unit will shortly be advertising for someone to start to collect and input references into the invoNET database. Discussions are currently taking place with the Department of Health on the best way to advertise and commission this piece of work.

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**5. Development of Strategic Plan**

Members discussed the changing environment that the sub-group was working in and how to ensure that its work was influential, flexible and timely. It was felt that in such a quickly changing environment the sub-group needed to be able to respond effectively using its strengths.

Discussion was around two main themes:

- providing a framework for evaluating the impact of public involvement in research. This would include setting boundaries, directing discussion and stimulating debate.
- clarifying the remit of the sub-group and how it works to maximise 'influence'.

Evidence and knowledge was a key priority for the next few years and it was recognised that the following organisations had an interest in either doing their own work in this area or in collaborating with others.

UK Clinical Research Collaboration  
 NHS Centre for Involvement  
 Social Care Institute for Excellence  
 James Lind Alliance  
 National Co-ordinating Centre for Research Methodology  
 Macmillan Cancer Support  
 Medical Research Council (MRC)  
 Alzheimer's Society Quality Research in Dementia Programme

The sub-group agreed the following steps:

**a) A position paper on building the evidence and knowledge base around public involvement in research.**

To help influence and respond quickly to the environment Evidence, Knowledge and Learning would develop a position paper or 'think' piece on building the evidence and knowledge base. This paper would outline guiding principles of issues that need to be considered when looking at whether public involvement has had an impact or made a difference to research. It would help clarify the views of the sub-group on why an evidence base was necessary and their commitment to this area. Once agreed the position paper would be placed on the INVOLVE website and disseminated to others interested in this work.

**Action: Alison Faulkner very kindly offered, by 1<sup>st</sup> November, to produce the first draft of a position paper for the sub-group to be emailed to sub-group members for discussion.**

**b) invoNET event**

Members also discussed how to facilitate discussion around building an evidence base with others interested in this area. It was agreed that facilitation could be established through invoNET, and the event, already booked, to be held on February 9<sup>th</sup> 2007 could be used for that purpose. This event would enable the sharing of information between those with a particular interest in building an evidence base.

**Action: Sarah to explore with others if they would be happy to attend such an event to share their work.**

### **c) Mapping**

It was considered important to maintain the role of the sub-group in finding out about the extent of public involvement in research. To start this process off, an initial list of research funders, who ask grant applicants for information about active public involvement in research in their research proposals was requested.

**Action: Support Unit to start collecting a list of research funders who are asking researchers applying for funding, to identify how they are going to have active public involvement in their research.**

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## **6. Operational plan – 2007 / 2008 and beyond**

### **a) Scoping study to build evidence and knowledge around the impact of public involvement in research**

The proposed scoping study for 2007/2008 was discussed as to whether this continued to be the most appropriate piece of work for the sub-group to be funding. It was suggested that a third stage could be developed from the Position Paper and the populating of the invoNET library with references. This stage would be to research and study examples of public involvement to identify what has worked well /made a difference to research, services and individuals. These examples would identify studies that have demonstrated impact. This piece of work could then be developed to identify common themes and lessons learnt which could lead to practical guidelines or have implications for training.

Discussion took place around the commissioning of a piece of work like this and there were questions as to whether the Department of Health would provide additional funding if the remit changed. It was also felt to be very important that this work was clearly defined as the work of INVOLVE and that it might be appropriate to commission a consultant, or employ a member of staff to work with sub-group members on this piece of work.

**Action: Support Unit to explore the commissioning options with the Department of Health.**

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## **7. Any other business**

### **a) Training**

The importance of training researchers and people involved in research, in active involvement of the public, was raised. The possibility of developing a document outlining the core principles to be covered in training or a core

curriculum document was raised. It was agreed that as time was limited this should be an agenda item for the December sub-group meeting.

**Action: Support Unit to put on the agenda for the December 2006 meeting.**

**b) Sponsorship of an award by INVOLVE**

It was agreed that this should be discussed further at the December 2006 meeting.

**Action: Support Unit to put on the agenda for discussion at the December 2006 meeting.**

**c) invoNET project group**

Alison, Vanessa and Tracey all indicated that they would like to become actively involved in the invoNET project group.

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