



## Research Group Terms of Reference

**3 meetings per year, organised by the BSPED Office.**Error! Bookmark not defined.

### Composition

Chair:	The chair is a member of the BSPED, appointed by the Executive Committee of the BSPED.
Deputy Chair:	The deputy chair is a consultant/scientist/specialist nurse ideally in their early or mid career
Full Members:	Up to 10 recruited via member nomination and Executive Committee, Chair and Deputy of the Research Group ballot
Ex officio Members:	Executive representative
Co-opted Members:	The Chair may co-opt additional members of the BSPED (or in exceptional circumstances from other professional organisations) for a limited period and for specific projects only, subject to Executive approval. Input may also be sought from patient support groups
Quorum:	6 members, including the chair

### Duration of service

Chair:	3 years
Deputy Chair:	3 years
Full Members:	3 years, can be extended for up to 1 year at the discretion of the Chair and Executive. This will ensure a steady annual change of committee members.
Ex officio Members:	Co-terminal with office
Co-opted Members:	Duration of specific project (see above)

### Reporting

The Research Group reports to the Executive Committee of the BSPED through the Chair of the Committee

## Remit

1. To represent the BSPED membership in England, Scotland, Wales and Northern Ireland, providing an advisory function on the feasibility and suitability of paediatric endocrine studies in development.
2. To provide a discussion forum to prioritise research topics and concepts in paediatric endocrinology that are beneficial to children and young people and are of the highest quality and clinical value.
3. To help develop and support research portfolios within other SIGs within the remit of the BSPED Clinical Committee and act as a forum for regular review of SIG research.
4. To work with BSPED Office and ensure that the relevant sections of the website are kept up to date
5. To support BSPED members at early stages in their research careers with advice on protocol development, mentorship, practical aspects of research design, and opportunity for peer review for grant proposals.
6. To support trainee development through SIG mentorship, advice, research training opportunities within networks and facilitation of local paediatric research groups supported by the RCPCH.

## **Extended responsibility (Subject to Capacity)**

1. To work with patient groups and charities to prioritise research and innovation in specific disease areas within paediatric endocrinology.
2. To provide a link with the NIHR Research Delivery Network (RDN) for Paediatrics and the Research arm of the Royal College of Paediatrics and Child Health (RCPCH) as a conduit for communications and matters for action on policy and operational aspects of research in child health, including paediatric endocrinology.
3. To link in with the Children's Hospital Alliance, a group of 13 Children's Hospitals in England and Wales to provide advisory support for research in Child Health, including paediatric endocrinology.
4. To provide a forum interacting with other paediatric research groups and CSGs, thereby promoting cross-specialty research.
5. To aid the development of regional networks delivering investigator-led, NIHR and industry-led paediatric endocrine research and by identifying researchers in UK paediatric endocrine centres to support study recruitment as local Principal Investigators.
6. To facilitate the development of a national research network in paediatric endocrinology, focusing on research strengths at specific centres with the capacity for large, nationwide scale-up to be attractive for large population research in rare endocrine disorders.
7. To support paediatric endocrinology centres with strengths in specific research topics to increase awareness and to grow and sustain basic science research through network participation and identification of patients and samples in other paediatric endocrine centres.
8. To encourage uptake of research and innovation in paediatric endocrinology by all UK paediatric endocrine centres and to increase both the quantitative research value and research eminence and impact at an international level.
9. To encourage greater awareness and support for research within the Children's Hospital Alliance to recognize and implement initiatives for clinical innovation within specialist paediatric endocrine centres.

10. To work alongside other agencies to develop UK wide initiatives and collaborate with societies and organisations such as the Royal College of Paediatrics and Child Health and UK Research & Innovation (UKRI) to improve paediatric endocrine research profiles in the UK.
11. To work with family support groups, patient charities, and industry/pharmaceuticals to promote research towards improved management and treatment for paediatric endocrine diseases.

BSPED Office

Association Management Organiser

Additional notes:

- Group members should make every effort to attend all meetings. Attendance records will be kept and reviewed annually. Any group member who does not attend any meetings in a year will be asked to step down, other than in exceptional circumstances.
- Each new group member will be issued with the remit of the group, together with the last three sets of meeting minutes.
- A group member needs to be a paid up member of the BSPED
- All papers and minutes must be treated in strictest confidence.
- A group member must act in the best interest of the BSPED. Any potential conflicts of interest should be declared at the start of the meeting or as they arise, and the member concerned should take no part in the discussion.
- Ex officio members on this group have full voting rights.