



RESEARCH COMMITTEE

BSSH Research Committee Terms of Reference

Purpose:

To advance and facilitate research amongst the membership of the BSSH.

Chair:

Appointed by Council.

To appoint a new chairman, expressions of interest will be sought from the BSSH membership with previous experience as a member in a BSSH committee Interview will be held when there is more than one candidate. Shortlisting will be undertaken for greater than 4 candidates. The interview panel will be composed of the current BSSH committee Chair, a committee representative, a BSSH Council Trustee \Officer representative and another committee Chair. The applicant will have to indicate they have sufficient time available to commit to chairing the committee meetings, arrange associated activities and attend council meetings. The chairman will be an ex officio Council member with a responsibility to attend the Spring and Autumn council meetings in person or virtually.

Term of office:

4 years. Overlap of 6 months with previous Chair

Committee composition:

- Chair
- BSSH President
- BSSH Secretary
- Elected members
- Invited Representatives:
 - Chairman of the Audit Committee
 - BSSH/BAPRAS RCS Research Champion
 - BSSH RCS Research Champion
 - BSSH Clinical Associate Professor
- BAHT representative

Elected members (Range 4-6)

Term of office:

3 years (optional extension in exceptional circumstances to a maximum total of 5 years).

To appoint new members expressions of interest will be sought from the BSSH membership. They will have to have sufficient time available to commit to attending the committee meetings and associated activities.

During the period of membership failure to make a satisfactory contribution through committee work and attendance at meetings may result in termination of the appointment at the discretion of the chairman, with justification made to council. If two consecutive meetings are missed this will result in termination of the committee membership.

Similarly, a change in personal or professional circumstances resulting in the inability to make the required contribution should be discussed with the chair and the appointment suspended or the member to demit as appropriate.

At least one new member should be elected each year. The committee should attempt to reflect the make-up of the society in terms of numbers of orthopaedic/plastic surgeons, consultants and trainees, and geographical mix.

Invited members:

Invited members bring expertise to the committee and may also be involved in projects alongside elected members. Invited members shall not have the right to vote on matters relating to allocation of research funding (research fellowship and pump-priming grants) except for the RCS Research Champions and the BSSH Clinical Associate Professor.

Working Methods:

Email and telephone. Wherever possible, taking annual leave etc. into consideration, a response should be made within seven days.

Meetings (face to face or virtual) twice yearly, spring and autumn, to allow preparation for presentation at the subsequent council meeting

Meeting times and venue to be set 1 year in advance

General Responsibilities:

Each new appointee will develop a piece of work for the Research Committee that they will be expected to complete during their tenure. Examples of previous projects undertaken include the development of NICE Guidelines, completion of a systematic review, re-designing the website, preliminary work up for a randomised controlled trial. This list is not exhaustive. Each project should include a wide cross section of the membership of the BSSH, be multi-centred, and not simply be an extension of the member's usual work in their own unit.