

Tackling administrative barriers

Clarify arrangements and expectations for the use of public involvement resources and payment policies

May 2021



Aims

- To develop **guidance to aid organisations** supporting research in creating policies for public involvement payment that are appropriate, flexible and in keeping with current rules and regulations.
- To seek **endorsement** (or similar) of the guidance by HMRC and other relevant Government departments.
- To develop **public-facing materials that explain the issues** and what public contributors can expect when being offered payment in reward and recognition of their involvement.



Objectives

- To develop a **statement that outlines the expectation** that organisations supporting research have appropriate policies in place to enable the effective and timely payment of public contributors involved in research.
- To **get cross-organisational support for this statement**, including policy leadership, major research funders, research regulators, university partners and other relevant bodies.
- To **complete an involvement 'categorisation' exercise**, representing the spectrum of public involvement activities and the related likely tax and employment implications.
- To **create a guidance document that gives practical advice and support to organisations** supporting research for implementing payment policies that are consistent with interpretation of relevant tax and employment liabilities.
- To **work with HMRC to seek endorsement (or similar) of the examples of involvement activity 'categories' and the tax and employment implications** so that organisations supporting research can have confidence in the guidance in relation to their responsibilities and liabilities.





- Developed project plan
- Finalising cover letter/statement
- Redrafting of practical guidance based on Working Group feedback
- Updated the Arm's Length Bodies People and Communities Forum, which is supportive of this work





- Feedback from community about how much of a challenge this is – from speaking to PI leads, researchers and public contributors across Wales and also from colleagues in UK receiving feedback following refreshed launch of NIHR payments guidance
- 5 nations group has discussed that in order to affect real change, engagement at various levels of leadership and management across institutions will be needed
- We have also identified other groups that are focusing work on this issue and we are working on partnering with them to collaborate on the solution and maximise impact (Charities Group and Arms Length Body forum)
- Wales – looking for most appropriate groups/contacts to liaise with from the University perspective on this work
- Developments mean a slight shift in this timescale to enable us to respond to new/ stronger feedback around the issue, to ensure this work can deliver the maximum value in trying to address the issues

Next steps

- Expand working group to invite HR and Finance colleagues from Universities to collaborate on the guidance.
- Guidance document to be shared for comment across the community in Wales and elsewhere to ensure the relevant examples of involvement are captured and that the document is useful
- Do ‘public contributor categorisation’ exercise
- Engage with HMRC
- Ensure we highlight opportunities to link to the UK Clinical Research Strategy, which has a focus on public involvement within the developing implementation plans



Thank
you!