



*Innovation and Evaluation*



## **iBRA-NET Executive Group Terms of Reference**

### **iBRA-NET - Overall purpose**

iBRA-NET is a network of breast and reconstructive surgeons committed to facilitating the rapid, effective and safe introduction of new devices and techniques in breast surgery; focussed particularly at phases 1 and 2a/b of the IDEAL Surgical Framework. The focus will be on the evaluation of safety and effectiveness, this done with academic rigour, and working with the surgical trials centres and other health professionals and researchers as necessary, to provide the evidence base for the design of phase 3 randomised controlled trials. This done through shared learning and teamwork, guided by the Executive Group; iBRA-NET aims to provide a framework to facilitate breast clinicians in timely design and delivery of studies for the evaluation of new innovations in breast surgery.

### **The Role of the iBRA-NET Steering Group**

To review new studies wishing to recruit under the iBRA-NET banner, with the aim of accepting well designed, feasible studies that fit the remit of the iBRA-NET network and align with gaps in the iBRA-NET portfolio.

To maintain a broad portfolio of devices and studies, ensuring there is capacity to deliver proposed studies and that accepted studies fill identified gaps in the iBRA-NET portfolio.

To publicise and encourage recruitment to iBRA-NET studies.

Monitor, supervise, support and advise on the progress of iBRA-NET studies.

To arrange an annual iBRA-NET Research Day, with the aim of updating the iBRA-NET membership and other attendees on current studies, identifying iBRA-NET portfolio gaps and discussing new proposals.

To actively maintain the iBRA-NET website as a source of information for breast clinicians and industry, with the aim of disseminating information and raising the profile of iBRA-NET to potential industry and research partners.

To actively communicate with the iBRA-NET members (3 newsletters per year) to ensure momentum and growth of the network is maintained.

To produce an update to each meeting of the ABS Academic and Research (A&R) Committee.

To produce an annual report for the ABS Yearbook

To work with Industry, the NCRI, CSG and other relevant groups to facilitate new phase 1 and phase 2a studies and where appropriate to help find a suitable CI and work with them on protocol development with an appropriate surgical trials unit.

To offer advice regarding appropriate contractual and governance arrangements for the delivery and funding of studies.

To work with new breast surgical CIs who want to recruit through the iBRA Network.

To work with the Innovation Subgroup on the design and delivery of early phase trials of new devices and techniques

To support the development of new methods of assessment of new devices and techniques through the setting up of a methodology sub-group.

To maintain an inclusive ethos for new CIs and studies, with a wide geographical and teaching hospital / DGH membership.

### **Governance**

Accountable to the ABS Academic and Research Committee and through them to the ABS Executive Board. The iBRA-NET chair will represent iBRA-NET at the ABS Academic and Research Committee and report on iBRA-NET at each or the A&R tri-annual meetings. Reciprocally a nominated member of the A&R committee will represent the A&R Committee on the iBRA-NET Executive Group.

### **Administrative Support**

To liaise with the Executive Group communication and website officer, and innovation chair, to produce electronic newsletters three times per year and updates for ABS bulletins.

To respond to e-mail enquiries from health care professionals, industry and potential investigators appropriately and to liaise with the Chair, Secretary and Executive Group as needed.

Administrative support will be provided by the ABS office.

### **Funding**

Those studies being run under the iBRA-NET banner will be expected to make a modest contribution to the running cost of iBRA-NET, this will be negotiated on a case by case basis by the chair and secretary and approved by the Executive Group. These monies will be paid to ABS to cover the central administration costs of iBRA-NET.

### **Frequency of Meetings**

The Executive Group will meet three times per year, one meeting combined with the iBRA-NET Research Day. There is an expectation that most work will be carried out by e mail in between formal meetings, and committee members will need to commit to actively contributing between meetings and to fulfil their designated role.

### **Officers of iBRA-NET Executive Group**

Officers will have a 3 year term, renewable for 3 years. Those representative members of the Executive Group will be appointed by their constituent bodies, other appointments will be by open application from the ABS membership, with appointments made by the Chairs and secretaries of the iBRA-NET Executive Group and the ABS Academic and Research Committee. Travel expenses are not available.

Chair

Secretary

Innovation Group Chair

ABS Academic and Research Committee Representative

Trainee Representative

BAPRAS Representative

Patient Representative

Communication and website officer

Chief Investigators of each of the iBRA-NET Studies

Members must attend 50% of meetings in a year. If not the Chair may ask them to stand down from the group.

The Chair may co-opt members if required e.g. those with particular technical expertise.

12.01.20.