

City St George's, University of London

Annual Statement on Research Integrity 2023/24

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Section 1: Key contact information

Question	Response
1A. Name of organisation	City St Georges, University of London
1B. Type of organisation: higher education institution/industry/independent research performing organisation/other (please state)	Higher Education institution
1C. Date statement approved by governing body (DD/MM/YY)	<i>tbc</i>
1D. Web address of organisation's research integrity page (if applicable)	<p>Clerkenwell and Moorgate campuses: https://www.city.ac.uk/research/support/integrity-and-ethics/integrity</p> <p>Tooting campus: https://www.sgul.ac.uk/research/research-integrity</p>
1E. Named senior member of staff to oversee research integrity	<p>Tooting: Professor Jonathan Friedland jonfriedland@sgul.ac.uk</p> <p>Clerkenwell and Moorgate: Professor Leanne Aitken leanne.aitken.1@city.ac.uk</p>
1F. Named member of staff who will act as a first point of contact for anyone wanting more information on matters of research integrity	<p>Tooting: Georgia Bullock, Research Governance Manager - gbullock@sgul.ac.uk</p> <p>Clerkenwell/Moorgate: Annah Whyton, Research Governance, Ethics, and Integrity Manager annah.whyton@city.ac.uk</p>

Section 2: Promoting high standards of research integrity and positive research culture.

A. Overview

City St George's, University of London is committed to ensuring continued compliance with the '[Concordat to Support Research Integrity](#)' and to supporting and embedding a culture of research integrity amongst its students and staff. In line with the fifth commitment of the *Concordat*, employers of researchers are to produce a short annual statement setting out:

- a summary of actions and activities that have been undertaken to support and strengthen understanding and the application of research integrity issues
- a statement to provide assurance that the processes the institution has in place for dealing with allegations of misconduct are transparent, timely, robust and fair, and that they continue to be appropriate to the needs of the organisation
- a high-level statement on any formal investigations of research misconduct that have been undertaken, which will include data on the number of investigations
- a statement on what the institution has learned from any formal investigations of research misconduct that have been undertaken
- a statement on how the institution creates and embeds a research environment in which all staff, researchers and students feel comfortable to report instances of misconduct

City, University of London and St George's, University of London merged on 1 August 2024. The unified institution is now 'City St George's, University of London. The report covers the year before the merger date and may refer to legacy 'City' or legacy 'St George's' when describing where events and actions took place. Post the merger, 'St George's' is referred to as 'Tooting' campus, and 'City' as the 'Clerkenwell/Moorgate' campus.'

As City and St George's integrate, research integrity will have University wide leadership and structures, as well as responsibilities in the six Schools of the University. For the vast majority of the period covered by this research integrity statement, City and St George's were independent universities.

B. Description of current systems and culture

i. Culture, development, and leadership

St George's, University of London:

Leadership at St George's promotes research integrity and aims to create a safe environment to raise concerns. The Deputy Vice Chancellor (Research and Enterprise) has overall responsibility for research integrity, supported by several senior staff including the Dean for Equality, Diversity and Inclusion and the Associate Dean for Research Culture. Within St George's governance structure, the Research and Enterprise Committee has responsibility for research integrity, reporting ultimately to Council. The Research Ethics & Integrity Officer supports and promotes research integrity, including providing the secretariat support for the St George's Research Ethics Committee.

City, University of London:

Within City's governance structure, the Research & Enterprise Committee continues to act as an advisory Committee to the Vice-President (Research). It advises the Vice-President (Research) on the development and review of institutional policies and procedures in relation to research and enterprise and monitors their implementation. The Committee makes recommendations to Senate and reports, as appropriate and necessary, to the Executive Committee, Senate, and Council. Research integrity is a standing item on the Research & Enterprise Committee's agenda to ensure that it is discussed at the appropriate levels of City's governance structure. The Research Governance, Ethics, and Integrity Manager ('RGEIM') supports the Chair of the Senate Ethics Committee in also providing updates for this committee, which in the 2023/23 was expanded to also reflect research governance and integrity in addition to research ethics. This has continued in the 2023/24 year. In the 2023/24 year, the role of the Chair of the Senate Research Committee was also amended to reflect research governance and research integrity.

ii. Policies and systems:

St George's, University of London:

A full list of all policies and processes relating to research integrity is contained in appendix one of this document. Policies that were reviewed in the 2023/24 academic year are as follows:

- Clinical Trial Transparency policy – updated January 2024.
- Intellectual Property policy – updated November 2023.
- Data Protection policy - reviewed (but not updated) October 2023.

City, University of London:

As above, a full list of relevant policies and processes can be found in appendix two. An initial review of the Research Ethics Policy and the Framework for Good Practice in Research were reviewed by the RGEIM during the 2023/24 year. Further work will be undertaken to update and rework these policies to reflect updated guidance and best sector best practice in 2024/25. As part of the preparation for the merge of City and St George's, several 'light touch' updates were made to policies to reflect the change in the organisation. City's previous 'Research with Animals' policy was removed in anticipating of a new City St George's policy being adopted in the 2024/25 year.

iii. Training, support and engagement

St George's, University of London:

To support students and staff, 10 presentations/workshops were delivered throughout the university. Full details are outlined below:

Level 5 Research and Evidence Based Practice & Radiotherapy	09/10/2023	(2hours) Research Ethics and Navigating the Ethical Review Process	50 Online
New staff at SGUL – Welcome Seminar	10/10/2023	(15min) Research Integrity	Video Recording

Postgraduates	23/11/2023	(1hr15min) Research Methods/Research Project Planning and Management - Research Integrity	15 In person
Level 6 Dissemination of Research	04/12/2023	(2hours) Research Ethics and Navigating the Ethical Review Process	60 Online
Graduate School Skills Programme	30/01/2024	(30min) Introduction to Research Integrity and Ethics	15 In person
Graduate School Skills Programme	30/01/2024	(1hour) Research Integrity and Ethics workshop	10 In person
Evaluation & Research Module	14/02/2024	(1hour) Ethics applications at St Georges	Online
New staff at SGUL – Welcome Seminar	18/04/2024	(15min) Research Integrity	20 Online
Graduate School Skills Programme	22/04/2024	(30min) Introduction to Research Integrity and Ethics	10 In person
Graduate School Skills Programme	22/04/2024	(2hours) Research Integrity and Ethics workshop	7 In person

In addition to the above, 24 online drop-in sessions were provided. These sessions facilitate staff and students to ask questions regarding research ethics and integrity processes without the need for an appointment. These sessions served 36 attendees.

City, University of London:

Research ethics training is currently offered at both a local level by Schools and departments, and centrally through the Research and Enterprise office. Centrally run sessions have been noted below and will be expanded upon further in 2024/25.

Doctoral College Induction session	12/10/2023	Introduction to Research Ethics
Doctoral Researchers Development Programme	31/10/2023	Research Ethics
Doctoral Researchers Development Programme	26/03/2024	Research Ethics
Doctoral Researchers Development Programme	09/04/2024	Research Integrity
Staff in the School of Communication and Creativity	03/07/2024	Research Ethics and Integrity

C. Changes and developments during the period under review

St George's, University of London

Several key areas of development are noted below:

- The roles of Associate Dean for Researcher Culture and Lead for Early Career Research Culture were created. Professor Debbie Baines and Dr Mohani Preet-Dhillon respectively were appointed to these roles in September 2023.
- The inaugural Research Culture Day was held in June 2024, with the aim of raising awareness 'research culture' at St George's and the support available, in particular for early career researchers.
- Trusted Research Guidance was approved by Research & Enterprise Committee in October 2023 and has been widely disseminated to St George's researchers in the 2023/24 year.

City, University of London:

Researcher development programme:

Core to research culture is a new researcher development programme led by the Research and Enterprise (R&E) team, the first session of which will begin in the autumn of 2024/2025. A coordinated researcher development programme will begin this academic year, along with support to relevant networks for early career researchers and research centre directors, as well as development through appropriate mentorship.

The University made a commitment to a significant investment in a Development Team in the R&E Directorate. It is anticipated that this team will provide significant support to building researcher capacity and capability across the research continuum. The team co-ordinates the Researcher Development programme, that will be rolled out this term with a small programme focused on winning grant funding, ethics and integrity, research security and research leadership. The programme will grow into the new year and be delivered using both in-house and external expertise.

Continuation of the UKRIO gap analysis exercise:

In the 2022/23 academic year, a gap analysis exercise using UK Research Integrity Office (UKRIO)'s "Self-Assessment Tool for The Concordat to Support Research Integrity" was completed at City, with an accompanying report that outlined a number of proposed actions in response to the findings. In accordance with the priorities identified in the report for the 2023/24-year, work has been undertaken to begin updating City's 'Framework for Good Practice in Research' and further research integrity training sessions have been developed and were delivered this year. Developing a comprehensive web presence for research integrity resources, guidance, and support and implementation of a research integrity group/network/committee will be revisited in the 2024/25 year.

D. Reflections on progress and plans for future developments

Future developments at City St George's, University of London are reflective of the ongoing work to merge existing policies and procedures from the legacy institutions. At present, the legacy City and St George's have dual operating procedures, and work will contribute to integrate these in the 2024/25 year.

Section 3 – Addressing research misconduct

A. Statement on processes that the organisation has in place for dealing allegations of misconduct

City St George's, University of London is committed to ensuring a transparent, timely, robust, and fair process is in place to deal with allegations of research misconduct when they arise. Staff and students should feel able to raise any legitimate concerns in relation to research conduct and have these addressed through a procedure that is proportional, impartial, confidential, and guided by best practice.

Following guidance from UKRIO, an interim protocol will be developed and implemented to guide how allegations of research misconduct would be managed in the 2024-25 academic year to reflect the dual operating structures of the two former institutions.

St George's, University of London:

St George's is committed to ensuring that it supports a research environment in which all staff, researchers and students feel comfortable to report instances of misconduct. The university has procedures on and a named contact for research misconduct and whistleblowing, with all allegations of research misconduct dealt with robustly and in a timely manner. The 'Procedure for investigating allegations of research misconduct' is available on the St George's website. This procedure is based upon the 'Procedure for the Investigation of Misconduct in Research' authored by UKRIO and is informed by the principles of the UUK 'Concordat to Support Research Integrity' and the Committee on Publication Ethics (COPE).

Allegations notified to the Research and Enterprise Directorate:

No formal investigations were undertaken in 2023/24.

Learning from misconduct investigations:

Not applicable for the 2023/24 year.

City, University of London:

City is committed to ensuring that allegations of misconduct in research are investigated with all possible thoroughness and vigor. The "Procedure for investigating allegations of misconduct in research" was introduced in 2021 to manage allegations of research misconduct centrally. It is designed to be aligned with other City policies and procedures in this area such as:

- Disciplinary, Capability and Dismissal Procedures for staff
- Student Disciplinary Procedure for postgraduate research student
- Whistle Blowing Procedure

The full procedure, guidance on the responsibilities of the named person at City and contact for formal complaints are hosted on City's research integrity webpages.

Allegations notified to the Research and Enterprise Directorate:

No formal investigations were undertaken in 2023/24, under section 7 of the procedure for investigating allegations of misconduct in research. One allegation of research misconduct was received, with an initial assessment undertaken in line with section 6.2 of the procedure. This allegation was not progressed to a formal investigation.

Learning from misconduct investigations:

While no formal investigations were undertaken in 2023/24 however training and resources in authorship was noted as a specific area of development that may be beneficial to researchers. This will be discussed further in the 2024/25 year.

Section 4 - Appendices

A - Appendix One

Tooting:

- Clinical research governance SOPs/Templates
- Clinical Trial Transparency
- Cloud Computing
- Code of Conduct on Personal Relationships [internal document]
- Conflicts of Interest and Financial Dealings
- Data Protection Policy
- Data Quality Policy
- Dignity at Study
- Dignity at Work
- Disciplinary Procedure [internal document]
- Freedom of Information Policy
- Grievance Procedure [internal document]
- Human Tissue Act
- Information Governance Framework
- Information Sharing Protocol
- Open Access Publications Policy
- Records Management Policy
- Removable Media Policy [internal document]
- Research Data Management Policy
- Research Misconduct Procedure
- Use of Animals in Research
- Whistleblowing policy

B - Appendix two

Clerkenwell/Moorgate:

- Framework for Good Practice in Research
- Procedure for Dealing with Allegations of Research Misconduct
- Research Ethics
- Appealing a decision made by a Research Ethics Committee
- Research Data Management
- Senate Research Ethics Committee
- Intellectual property policy
- Whistleblowing policy and procedure
- Academic Integrity and Misconduct Policy and Guidance
- Data protection and information compliance [internal]
- Copyright
- Conflict of interest

- Ethics code