*The NIHR Health Protection Research Unit in Emergency Preparedness and Response at King’s College London*

**Independent Advisory Group: Terms of Reference**

**Aims**:

1. To provide strategic advice regarding the development of the Unit;
2. To oversee the progress of the Unit towards meeting its aims and objectives;
3. To advise on additional funding opportunities and collaborations;
4. To respond to requests for advice from the Unit Director;
5. To consider and provide advice on any ethical issues;
6. To ensure the opinions, views and input of stakeholders, patients and the public inform and improve the research conducted by the Unit;
7. To ensure that the Unit is proactive in engaging with equality and diversity issues;
8. To ensure that the work of the Unit is disseminated appropriately.

**Membership:**

1. [Baroness Eliza Manningham-Buller](https://www.imperial.ac.uk/about/introducing-imperial/our-people/our-leaders/baroness-manningham-buller/) (Chair)
2. Max Nicholson (Civil Contingencies Secretariat)
3. [Christina Atchinson](https://www.imperial.ac.uk/people/christina.atchison11) (Imperial College London)
4. Nick Hitch (Lay member)
5. [Fiona Fox](https://www.sciencemediacentre.org/about-us/staff/) (Science Media Centre)
6. [Robert Lechler](https://www.kcl.ac.uk/people/robert-lechler) (Academy of Medical Sciences)
7. [Raquel Duarte Davidson](https://www.journals.elsevier.com/environment-international/editorial-board/raquel-duarte-davidson) (UKHSA)
8. [Emer O’Connell](https://publichealthmatters.blog.gov.uk/author/emer-oconnell/) (Consultant in Public Health)
9. [Nelarine Cornelius](https://www.qmul.ac.uk/busman/staff/academic/profiles/corneliusn.html) (Queen Mary University of London)
10. [Andrew Furber](https://publichealthmatters.blog.gov.uk/author/andrew-furber/) (Regional Director of Public Health, Northwest England)
11. Charles Hall (Department of Health and Social Care)
12. TBD (Observer: Representative of National Institute of Health Research)
13. [Simon Wessely](https://www.kcl.ac.uk/people/professor-sir-simon-wessely) (Observer: King’s)
14. [John Simpson](http://epr.hpru.nihr.ac.uk/our-team/investigators/professor-john-simpson) (Observer: UKHSA lead)
15. [James Rubin](https://www.kcl.ac.uk/people/james-rubin) (Observer: Unit director – King’s)
16. [Richard Amlôt](http://epr.hpru.nihr.ac.uk/our-team/investigators/dr-richard-amlot) (Observer: Unit assistant director – UKHSA)
17. [Iain Lake](https://people.uea.ac.uk/i_lake) (Observer: Unit assistant director – UEA)

**Tenure:** The Unit is funded for four years from 1 April 2021. Members will be appointed for the duration of this period. The group will meet approximately twice a year. Additional meetings may be convened to consider urgent matters if required.

**Responsibilities of members**: Members will act as ‘critical friends’ for the Unit. They will be expected to comment on the work of the Unit in reference to the aims listed above and to alert the Chair to additional issues that may require attention. The Chair will co-ordinate the work of the group and decide on the agenda for meetings. If any action points arise that require a member’s attention following a meeting, they will be reminded of this by email.

**Transparency and confidentiality:** Details about the group, including membership and minutes, will be posted on the Unit’s website. There may be occasions where pre-publication material and / or confidential matters are shared with the group. This material will be clearly labelled as such and should not be passed on or discussed outside the group.