University of Hull
Annual statement on research integrity

Section 1: Key contact information

Question	Response
1A. Name of organisation	University of Hull
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)	27 April 2023
1D. Web address of organisation's research integrity page (if applicable)	https://www.hull.ac.uk/work-with-us/research/governance
1E. Named senior member of staff to oversee research integrity	Name: Dr David Richards, Pro Vice-Chancellor (Research and Enterprise)
	Email address: pvc-re@hull.ac.uk
1F. Named member of staff who will act as a first point of contact for anyone wanting more information on matters of research integrity	Name: Katie Skilton, Head of Research Excellence, Governance and Impact
	Email address: k.skilton@hull.ac.uk / researchgovernance@hull.ac.uk

Section 2: Promoting high standards of research integrity and positive research culture. Description of actions and activities undertaken

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2A. Description of current systems and culture

Context

The University of Hull is committed to ensuring the highest standards of rigour and integrity in all aspects of research undertaken by the institution. This includes, research conducted in the name of the University, or using University resources or facilities. The University recognises its obligation to research participants, funders, partners and the wider community; and in order to maintain high standards of integrity in research, the University will uphold the commitments outlined within the revised Concordat to Support Research Integrity. All members of the University community (students, staff (including those visiting or emeritus), contract holders, consultants, and associates) are expected to uphold the principles of honesty, rigour, transparency and open communication, care and respect, and accountability, as detailed within the Concordat.

In addition to these core principles, researchers must also act in accordance with appropriate ethical and compliance frameworks and abide by requirements set out by the University to ensure appropriate review and approval of research.

This report provides an overview of activities and practices undertaken during academic year 2021/22 to support and enhance integrity in research and looks forward to the year ahead, in accordance with the requirements of the Concordat to Support Research Integrity.

Policies and systems

The University's Research Governance Framework comprises various policies, procedural documents and codes outlining the standards, expectations and requirements of staff, students and the University as a whole. These include, the Statement on Research Integrity, Code of Good Research Practice, Research Misconduct Policy, Research Ethics Policy, and the Whistleblowing Policy. These documents are easily accessible on the University website and via internal SharePoint pages.

These policies, procedures, codes and general guidance were drafted in accordance with the Concordat to Support Research Integrity and the previous (UK Research Integrity Office (UKRIO) self-assessment toolkit. The University recognises the importance of having

clear and accessible policies and procedures in embedding a culture of integrity and ethics within research. The University's commitment to integrity in research is underpinned by its Research Strategy, which confirms that the community upholds the principles of integrity, diversity, and inclusivity in all of its activities. The strategy details the University's commitment to investing in and enhancing our research community and encouraging collaborative working. The strategy also recognises that an interdisciplinary approach and investing in talent is key to the university's success.

Towards the end of the reporting period, a new post, Research Governance and Quality Officer (RGQO) was appointed which, amongst other things, will support policy creation and oversight. The RGQO has recently completed a project to review and update all research policies and associated documents and has highlighted a number of policy documents which will required a deeper dive, alongside a priority order for substantive review.

In addition to the summary review, Standard Operating Procedures (SoPs) have been developed to support approval and monitoring of research and there is currently a project underway to develop policies, processes, guidance ad forms to meet the university's export control responsibilities. This project is moving at pace.

Communications and engagement

Support and guidance on matters relating to research integrity is normally provided by the Head of Research Excellence, Governance and Impact, in addition to faculty specific support offered by respective ethics administrative services, ethics committees and Faculty leadership.

Overarching training information is detailed within the section below, although it should be noted that training events in areas such as export controls, trusted researcher, and research sponsorship have recently been planned and delivered. Further detail on this will be included within the 2022-23 report. These training events fit into a broader events calendar, which has been complied by the new Associate PVC (Research Culture). The calendar pulls together various opportunities for researchers to engage in additional training, awareness and networking, including research forums.

The university's website and internal SharePoint pages are also being utilised, with new pages being established to host new guidance (in areas such as research security).

Culture Development and Leadership

A new Researcher Development and Culture Team has been established to support and

develop colleagues at all career stages (from early career onwards and including Postgraduate Researchers). The Team, headed by the Associate PVC (Research Culture), is based centrally within the Research and Enterprise Directorate and works alongside the University's Research and Innovation Department to support research integrity and provide academic leadership in relation to researcher development across the institution.

Planned activities for the Team include:

- Development of a University Programme of Action for Research Culture
- Develop high-quality researcher support services and training programmes to extend our provision; improve researcher proficiency; increase accessibility and visibility of training programmes
- Develop EDI in research e.g. build an EDI researchers toolkit
- Build an ECR/Post-Doc Development Programme
- Boost Research Leadership Capacity
- Strengthen mentoring provision

Training

The University of Hull implements a multifaceted approach to training for research integrity, ensuring provision for all researchers, staff and students, is accessible and appropriate.

For research staff, training on research integrity is delivered online, as part of an e-learning package developed by the University's Learning and Development team. All research staff are mandated to complete this training before conducting University research and this must be refreshed periodically, in accordance with the learning and development mandatory training map. The training covers the fundamental principles of research ethics and integrity, forming the foundation for more discipline specific training delivered in face-to-face sessions. Completion of the training is monitored by Learning and Development who submit six-monthly reports to the Head of Research Excellence, Governance and Impact (REGI) for oversight and additional reporting, as appropriate. Training on research ethics and integrity for PGR supervisors is also delivered through the training course that is mandatory for all postgraduate supervisors at the University.

For undergraduate and post-graduate taught students, basic research ethics and integrity training is built into their programme of study. For post-graduate research students, research integrity has been incorporated within the compulsory 'Modern Researcher' module of the PGTS (post-graduate training scheme) programme. This module is delivered by the Doctoral College in association with the faculties and institutes. The programme is offered to students in two formats: 12 sessions dispersed throughout the year or as a block within spring post-graduate programme. The training is mandatory for PGR students

so this flexibility ensures that all students have access to training, including those students engaged in fieldwork.

Monitoring and Reporting

Committee reporting has also been improved with the development of a new template for URC to appropriately report on areas of its responsibility with regard to sponsorship of health and social care research, and research involving the prison service and MoD. This template is based on a new monitoring tool that has also been developed to measure various KPIs in relation to sponsor approval of research.

A new chair of the Concordat Steering Group (CSG) has been appointed. This role has been revised within the terms of reference to be an ex officio position aligned to the new Associate PVC (Research Culture) post. A review of the committee programme of work has also been undertaken with a view to ensuring reporting and accountability against each of the concordats. In addition, the Chair of CSG has now also been appointed to the University Research Committee, also as an ex officio member, to ensure any concordat issues can be reported centrally in a timely and more formal capacity.

One focus for CSG will be to ensure a piece of work is completed on transposing current activity in support of the Concordat to Support Research Integrity within the faculties onto the new action log template. This work was put on hold last year due to staff illness and vacancies and will now be picked up and finalised during 2023. From this point onwards, the new log will be used to monitor activities within this area across the institution.

Finally, the University continues to monitor and intervene where necessary to ensure all mandatory training is undertaken as appropriate. Additional detail on training expectations and requirements is presented under 'Culture Development and Leadership, above.

2B. Changes and developments during the period under review

There have been a number of staffing developments:
- New Associate PVC (Research Culture) post and wider team
- Research Governance and Policy Manager appointed into Head of Research Excellence, Governance and Impact role.
- New Research Governance and Quality Officer post
- Still some vacancies in wider REGI team, which affect the capacity of the team as a whole, but will be recruited to ASAP.

As mentioned under section 2a, the new Researcher Development and Culture Team has a number of priorities planned over the next year and beyond which will improve the support available for researchers, particularly ECRs and improve the wider research culture.

The sponsorship Framework mentioned in last years' report has also been fully rolled out. At the time of last years' report, all front facing information for staff had been completed. This year has seen the development of operational requirements, auditing and reporting that sits behind it.

Policies and procedures were also reviewed and prioritised, in order to maintain compliance with our concordat responsibilities.

2C. Reflections on progress and plans for future developments

Over the past few years there have been some significant staffing issues, which have affected the central research integrity function. This means that some key initiatives planned during the previous reporting year (detailed earlier on in this report) have been carried forward. As such, a number of activities are planned over the next reporting period:

- Review of Research Misconduct Procedure and reporting processes
- Population and ongoing review of the refreshed Concordat to Support Research Integrity Implementation Log, which replaced the previous Concordat Implementation Plan. Once the log has been reviewed and fully populated by all faculties, it will be published annually on the University website and a live version will be maintained throughout the year on SharePoint for members of the University's Concordat Steering Group to contribute to and review.
- Review current Integrity e-learning and create e-learning module on Canvas for students.
- Organised Integrity events and training and develop bespoke integrity site page for researchers on university intranet
- Trusted Research Guidance updated and developed further, published and easily accessible for researchers

Section 3: Addressing research misconduct

3A. Statement on processes that the organisation has in place for dealing with allegations of misconduct

The University creates and embeds a research environment in which all staff, researchers and students feel comfortable reporting instances of misconduct. The University's Research Misconduct Policy accepts reports of suspected research misconduct raised internally or externally. Within the research integrity training, researchers are advised that they may raise concerns via a number of routes, including, but not limited to: supervisors, peers, or formally to the University Secretary under the institution's whistleblowing policy.

The University Research Misconduct Policy also outlines the manner in which a research misconduct investigation should be conducted and how appropriate investigation panels should be organised. The objectives of the policy are to:

- ensure that an investigation is thorough and fair;
- ensure that, by using an agreed standard process, errors in the conduct of an investigation should be minimised; and
- reassure those who are under investigation that the process of investigation will follow a standard procedure consistent with national best practice.

There were no allegations of research misconduct submitted during the 2021/22 reporting period. Although incidents and allegations of research misconduct thankfully remain relatively rare within the University (with only one reported in the preceding year), in an effort to mitigate against complacency, low returns will be met with scrutiny. As such, and as part of the broader plan to review all university research governance documents, detailed above, consideration of the University's research misconduct and associated reporting and misconduct procedures has been prioritised for review. Section 2c, above reports the intention to undertake the misconduct review during the forthcoming academic year. The review will also include a specific focus on classification and recording arrangements for research misconduct to ensure uniformity across the faculties.

Type of allegation	Number of allegations			
3B. Information on investigations of research misconduct that have been undertaken				
Type of allegation	**Number of allegations reported to the organisation**	**Number of formal investigations**	**Number upheld in part after formal investigation**	**Number upheld in full after formal investigation**
Fabrication				
Falsification				
Plagiarism				
Failure to meet legal, ethical and professional obligations				
Misrepresentation (eg data; involvement; interests; qualification; and/or publication history)				
Improper dealing with allegations of misconduct				
Multiple areas of concern (when received in a single allegation)				
*Other**				
Total:	**0**	**0**	**0**	**0**
*If you listed any allegations under the 'Other' category, please give a brief, high-level summary of their type here. Do not give any identifying or confidential information when responding.				
N/A				