



Southampton Clinical Trials Unit

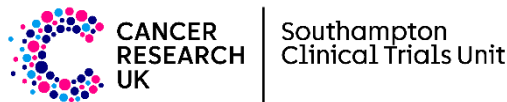
Patient and Public Involvement and Engagement (PPIE) Strategy: 2026-2030



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INTRODUCTION

The Southampton Clinical Trials Unit (SCTU) is a UKCRC registered and Cancer Research UK (CRUK) core funded CTU with expertise in the design, conduct and analysis of multicentre interventional clinical trials. We work in partnership with investigators to deliver high quality trials that will directly influence routine clinical practice ([SCTU website](#)).

As a unit working at the forefront of clinical research, we believe that Patient and Public Involvement and Engagement (PPIE) is an integral part of the clinical trial process, allowing people with personal, lived experience to shape and guide our research. Involving the public provides transparency in our governance and processes, informs our trial designs and improves our trial processes for the benefit of patients. In addition to this, the recent GCP R3 regulations state “Clinical study design is best informed by input from a broad range of stakeholders, **including patients** and treating physicians” showing that patient involvement is becoming a regulatory expectation starting as early as the trial design stage.

In developing our PPIE strategy for 2026-2030 we are building on the progress made over the past strategy period (2022- 2026). We have met the majority of our key aims and objectives, identifying successful outcomes and achievements from the previous strategy period (*for a full report on the outcomes from our previous strategy, see Appendix 1: ‘End of strategy report’, page 18*), and reflected on where further progress is needed. We have listened to feedback from our staff and our public contributors with many of the objectives in this strategy coming directly from suggestions made in our 2025 feedback survey. We have also considered changes in the UK trial regulations, the National Institute for Health and Care Research (NIHR)’s INCLUDE guidance and the CRUK PPIE strategy through our involvement in the CRUK CTU PPIE Working Group. We are innovating in the field through PPIE methodology projects and continue to move towards a model of increased co-production and public partnership working and are committed to continued engagement with our patients, staff, local communities and collaborators to achieve these aims.



Professor Gareth Griffiths
Director, Southampton Clinical Trials Unit



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VISION







Placing patients and the public at the centre of our research: To include patient and public involvement and engagement (PPIE) in all areas of clinical trial design, set-up, governance and dissemination at the Southampton Clinical Trials Unit (SCTU). To ensure that all PPIE is meaningful, impactful, appropriate, and inclusive.

TIMESCALE

This document sets out our PPIE strategy from April 2026 to April 2030, outlining our aims and objectives for the short term (years one and two) and medium to long term (years three and four). This strategy will be reviewed regularly to ensure we are meeting our goals, updating them and rescrutinising where needed.

STRATEGIC PRIORITIES

We use the UK Standards for Public Involvement in Research to establish the strategic priorities for our PPIE strategy. (<https://sites.google.com/nih.ac.uk/pi-standards/home>)

	Inclusive Opportunities: Offering public involvement opportunities that are accessible and that reach people and groups according to research needs.
	Working Together: Working together in a way that values all contributions, and that builds and sustains mutually respectful and productive relationships.
	Support and Learning: Offering and promoting support and learning opportunities that build confidence and skills for public involvement in research.
	Governance: Involving the public in research management, regulation, leadership and decision making.
	Communications: Using plain language for well-timed and relevant communications, as part of involvement plans and activities.
	Impact: Seeking improvement by identifying and sharing the difference that public involvement makes to research.



1. Inclusive Opportunities

Offer public involvement opportunities that are accessible and that reach people and groups according to research needs.

Key priorities:

- **Widening Participation** - Ensuring PPIE opportunities are open to a wide range of participants from different demographics, communities and underrepresented groups, and working to reduce barriers to inclusion.
- **Appropriate recognition** - Ensuring public contributors are reimbursed for their time and expenses in line with the NIHR payment guidelines and the SCTU PPIE Payment Policy.
- **Timely Involvement** - Ensuring those affected by and interested in research are involved early in the development of a research project.
- **Increasing Accessibility** - We aim to make all PPIE and trial materials accessible, easy to understand, and relatable to all.

Successful outcomes over the last strategic period:

- **Improving links with underrepresented groups:** Through funded projects such as the [Widening Participation in PPIE](#) project and [Diversity in Clinical Trials](#) project (see *Appendix 2: Links and Resources, page 30*), we have made good links with local communities and groups which are underrepresented in research. We have created, or are in the ongoing process of creating, resources co-produced with these communities and have shared the project outcomes and best practice with the wider CTU network.
- **Improving accessibility:** We carry out ongoing reviews of our external and PPIE communications and resources to ensure that we are meeting standards of accessibility and updated documentation where necessary. We have created resources for staff, e.g., the Participant Information Sheet (PIS) Equality Diversity and Inclusion (EDI) Framework, and we provide ongoing support through annual mandatory PPIE training.
- **Providing oversight:** Working in close collaboration with the SCTU EDI Methodology Working Group, we are ensuring that our processes and procedures across our trials and our PPIE are upholding standards of inclusivity, meeting funder requirements for inclusive research, identifying areas for improvement and change, and securing funding for projects to drive innovation in inclusive PPIE practices

Future aims and objectives:

ACTIVITY	METHOD	TIME SCAL E	ACTIONED BY
SHORT TERM (years 1-2):			
Review EDI metrics for our public contributors	Complete follow-up EDI monitoring survey for our public contributors and review against baseline metrics.	Q1 2027	PPIE Manager PPIE Officer Public contributors
Improve access for underrepresented groups	Complete the Diversity in Clinical Trials/ Safe Space project, create resources and share outcomes.	Q1 2027	PPIE Manager EDI Methodology Working Group
	Continue to find opportunities to engage with local communities through events and research initiatives, e.g., Raising Voices in Research, PERU Health and Wellbeing Hubs.	Ongoing	PPIE Manager PPIE Officer Trial teams
Improve local knowledge on accessibility	Continue to provide mandatory PPIE training to all SCTU staff and share external resources.	Ongoing	PPIE Manager
Improve accessibility of SCTU documents and website	Continue to regularly review SCTU comms and PPIE documents for accessibility.	Ongoing	PPIE Manager Trial teams Public contributors
MEDIUM TO LONG TERM (years 3-4):			
Develop new PPIE projects to increase inclusivity	Identify areas for further project work and identify funding streams to apply to.	Q1-4 2028	PPIE Manager Public contributors EDI Methodology Group
	Where appropriate, work with CRUK and UKCRC network groups on	Ongoing	PPIE Manager CTU network groups

	collaborative projects and activities		
Share outcomes and best practice	Use the CTU network, e.g., CRUK and UKCRC EDI and PPIE groups, to share project outcomes, resources and best practice.	Ongoing	PPIE Manager



2. Working Together

Work together in a way that values all contributions, and that builds and sustains mutually respectful and productive relationships.

Key priorities:

- **Defined PPIE roles** - Ensuring the role of a public contributor is clearly defined for each study /meeting and setting out roles and responsibilities.
- **Creating a positive environment** - Ensuring that public contributors feel respected and listened to in all SCTU activities.
- **Actioning change** - Listening to feedback from public contributors and, where appropriate, actioning their suggestions and concerns.
- **Reward and recognition** - Recognising and rewarding the valuable work of public contributors.

Successful outcomes over the last strategic period:

- **Providing opportunity for feedback:** In early 2025, we created and sent out PPIE feedback surveys for both our SCTU staff and public contributors to gather views on the PPIE work currently being undertaken and areas for improvement. The feedback received formed part of the mandatory PPIE staff training in May 2025 and has been used to develop many of the aims and objectives in this strategy.
- **Providing clear processes for working together:** Over the last strategy period, we have reviewed and updated the SCTU PPIE Handbook (*see Appendix 2: Links and Resources, page 30*) to ensure it contains up to date and relevant information. We have developed a PPIE Payment Policy to ensure public contributors and staff have clear guidance on reimbursement for PPIE and trial participants (e.g., CRUK now funds patient travel for clinical trials). We have also developed a suite of role descriptions for PPIE roles within the CTU.
- **Recognising our public contributors:** As well as standard reimbursement, we have continued to reward and recognise public contributors for their involvement, including nominations for the Faculty of Medicine Reward and Recognition Scheme, inviting contributors to the SCTU Conference, and providing opportunities to have a greater influence on PPIE within the unit.

Future aims and objectives:

ACTIVITY	METHOD	TIMESCALE	ACTIONED BY
SHORT TERM (years 1-2):			
Improve ways for PPI contributors to feedback to the CTU	Create a feedback form to be available for public contributors to send feedback to SCTU, either on an ongoing basis or at set time points.	Q3 2026	PPIE Manager PPIE Officer Senior Management Team
Provide clear processes and guidance for public contributors	Review, update and add to role descriptions and resources, e.g., PPIE Handbook, for better PPIE working processes.	Q4 2026	PPIE Manager PPIE Officer Public contributors Relevant SCTU staff
Recognising public contributions to research	Continue to look at ways to reward and recognise public contributors on an ongoing basis.	Ongoing	PPIE Manager PPIE Officer Trial Managers
	Consider a reward and recognition event for our public contributors	Q4 2027	PPIE Manager PPIE Officer
MEDIUM TO LONG TERM (years 3-4):			
Recognising public contributions to research	Continue to nominate SCTU public contributors to the FoM Reward and Recognition scheme	Ongoing	PPIE Manager PPIE Officer Trial Managers
Ensure clear processes for working together	Continually review and develop our PPI induction handbook and PPI materials with input from public contributors, to ensure that researchers, trial teams and contributors are working together.	Ongoing	PPIE Manager Public contributors Trial Managers Senior Management Team



3. Support and Learning

Offer and promote support and learning opportunities that build confidence and skills for public involvement in research.

Key priorities:

- **Provide support** - Provide ongoing support and guidance to our public contributors and signpost to training and resources for public contributors, SCTU staff and researchers.
- **Develop and provide training** – Develop and deliver training where necessary.
- **Share resources** - Work with our partners to ensure resources are joined-up and coherent and to avoid duplication of previous work.

Successful outcomes over the last strategic period:

- **SCTU PPIE Resources:** We now have a suite of in-house SCTU PPIE resources to support public contributors, including the PPIE Handbook, PPIE Payment Policy, and PPIE Role Descriptions, and these are reviewed and updated on a regular basis.
- **PPIE on Independent Data Monitoring Committees (IDMCs) training and resources:** Following a successful pilot project we now have dedicated resources and templates for staff to train public contributors to be able to take part in IDMCs. The publication of this project in *Trials* journal can be found [here](#) (also see *Appendix 2: Links and Resources, page 30*)
- **SCTU staff training:** We have a dedicated PPIE induction session that all new starters must undertake, and we provide mandatory annual PPIE training to all SCTU staff to update on changes, share resources and remind staff of processes.
- **Feeding into the wider CTU network:** SCTU staff have been instrumental in helping develop new PPIE resources that are helping guide national training for PPIE in clinical trials, including: CRUK’s ‘[Induction and training information for PPI representatives at our Clinical Trials Units](#)’, developed through the CRUK CTU PPIE Working Group; [Resources and Support for new Chief Investigators working with CTUs](#), including guidance on PPIE and EDI, developed by the CRUK New CI Training and Support Working Group (see *Appendix 2: Links and Resources, page 30*); and the UKCRC PPIE staff training needs survey and report through the UKCRC PPI Task and Finish Group.

Future aims and objectives:

ACTIVITY	METHOD	TIMESCALE	ACTIONED BY
SHORT TERM (years 1-2):			
Share and promote the new CRUK CTU PPIE training resources	Ensure current and new public contributors have access to the CRUK CTU PPI training and that staff are also aware of this resource.	Q2 2026	PPIE Manager Trial Managers
Grow our in-house training resources	Develop a pre-recorded SCTU PPIE training module/s that can be shared with all new and existing public contributors as an introduction to PPIE with SCTU and to clinical trials more generally, including technical aspects, run through of a 'dummy' trial, and where PPIE can impact.	Q1 2027	PPIE Manager PPIE Officer Public Contributors
MEDIUM TO LONG TERM (years 3-4):			
Continue to review resources and training	Review the resources and training we offer to new and ongoing public contributors, including reviews of our PPIE Handbook and Payment Policy and other resources.	ongoing	PPIE Manager PPIE Officer SCTU trial teams Public contributors
Peer-to-peer PPIE training	Explore appetite among public contributors for more peer-to-peer training and develop ways to facilitate this through SCTU.	Q1 2028	PPIE Manager PPIE Officer Public contributors



4. Governance

Involve the public in research management, regulation, leadership and decision making.

Key priorities:

- **Embedding PPIE in governance** - Including public involvement in all areas of SCTU governance, trial development and oversight.
- **Ensuring PPIE in strategic decision making** - Inviting public contributors to comment on key SCTU reports, core funding renewal applications and strategies.
- **Protecting our public contributors**- Ensuring oversight of PPIE activities and privacy of public contributors' personal information.
- **Adequate funding for PPIE** - Ensuring public involvement is costed into SCTU governance and trial budgets.

Successful outcomes over the last strategic period:

- **Including public contributors in SCTU governance:** Following reviews and pilots during the last strategy period, public contributors now sit on all SCTU oversight groups, including our Trial Review Group, Trial Steering Committees, Trial Management Groups, Data Sharing Committee and the majority of Independent Data Monitoring Committees.

Inviting feedback on key reports: We invite public contributors to review SCTU reports and major funding submissions, such as the CRUK Quinquennial Review (QQR) for core funding renewal, as well as strategy documents that have PPIE aspects.

- **The Southern Cancer Trials Public Involvement Group:** This group was set up in April 2022 with the use of SCTU CRUK core funding and ECMC funding. It meets quarterly and has fed into many projects over the past 4 years, including trial funding applications, early trials design, methodology work and key strategic reports and funding renewals.

Future goals:

ACTIVITY	METHOD	TIME SCAL E	ACTIONED BY
SHORT TERM (years 1-2):			
CRUK QQR review	We will ensure we have PPIE oversight and representation on the QQR funding renewal application for our CRUK core funding.	Q1-3 2027	PPIE Manager Senior Management Team
Review PPIE costings	Review and update standard PPIE costings across SCTU trials and update the template costings for use by trial staff for funding applications.	Q3 2026	PPIE Manager Finance Manager Trial teams
PPIE in early trial design	Look at better ways to ensure PPIE is being included in early trial design and protocol development.	Q1 2027	PPIE Manager PPIE Officer Trial teams
MEDIUM TO LONG TERM (years 3-4):			
Review our current PPIE on oversight groups	Monitor the involvement of public contributors on STCU oversight groups and review and update where necessary.	Ongoing	PPIE Manager Senior Management Team



5. Communications

Use plain language for well-timed and relevant communications, as part of involvement plans and activities.

Key priorities:

- **Timely and relevant communications** - Ensuring adequate communications are planned for all public involvement activities. Communicating clearly and regularly with our public contributors
- **Creating accessible communications:** Creating and maintaining accessible resources for public contributors. Ensure public-facing materials produced by SCTU use plain, easy to understand language, while still being informative.
- **Encouraging feedback:** Providing ways for public contributors to give honest feedback (anonymously if preferred)

Successful outcomes over the last strategic period:

- **Regular PPIE communications:** We put out a regular (monthly) newsletter mailout to our PPIE mailing list containing updates, involvement opportunities and training resources, as well as ways to contact the SCTU. Staff PPIE training includes responsibilities for regular and timely communications.
- **PPIE blogs and videos:** Inviting patients and public contributors to write or be featured in blog articles and videos about their involvement experiences which are shared on the SCTU website and social media channels.
- **Accessible Communications:** We continually review our PPIE communications for accessibility and readability

Future aims and objectives:

ACTIVITY	METHOD	TIMESCALE	ACTIONED BY
SHORT TERM (years 1-2):			
Monitor and review PPIE communications	Ensure that communications with public contributors is done on a regular basis and in an understandable manner.	Ongoing	PPIE Manager PPIE Officer Trial Managers
	Continue to provide staff training around PPIE communications	Ongoing	
Create new PPIE case studies	Create a suite of videos and blogs with public contributors to communicate the PPIE work we do.	Q2 2027	PPIE Manager PPIE Officer
Annual update for public contributors	Create an annual update/round-up of SCTU PPIE activities for public contributors to give SCTU updates and yearly overview, plus reward and recognition.	Q1 2027	PPIE Manager PPIE Officer
MEDIUM TO LONG TERM (years 3-4):			
Create a PPIE resource hub	Create an online hub (SharePoint page) for SCTU public contributors where they can access SCTU specific resources and get peer support.	Q1 2028	PPIE Manager PPIE Officer
Review PPIE communications	Ongoing review of all PPIE and public facing documents to ensure they are fit for purpose and adhere to communication guidelines	ongoing	PPIE Manager PPIE Officer Public contributors Trial Managers Senior Management Team



6. Impact

Seek improvement by identifying and sharing the difference that public involvement makes to research.

Key priorities:

- **Feedback on PPIE impact** - Disseminating funding outcomes to public contributors involved in submissions. Keeping public contributors informed of the results and outcomes of trials.
- **Promoting PPIE impact** - Communicating PPIE success stories to promote and encourage public involvement.
- **Assessing impact** - Gathering feedback on public involvement activities and assessing how PPIE is influencing our work.

Successful outcomes over the last strategic period:

- **Feedback on SCTU PPIE processes:** We created a feedback survey for staff and public contributors in early 2025, to assess the impact of our PPIE work and gather suggestions for future improvements.
- **PPIE blogs and videos:** Sharing the experiences of public contributors and patients involved in SCTU trials to show the vital impact that public involvement has in research.
- **Feedback on PPIE impact to SCTU:** We have developed feedback templates and processes to ensure trial teams and researchers feedback to public contributors who have taken part in the Southern Cancer Trials Public Involvement Groups and trial focus groups, to ensure public contributors see the impact of their input.

Future aims and objectives:

ACTIVITY	METHOD	TIME SCAL E	ACTIONED BY
SHORT TERM (years 1-2):			
Assess PPIE impact through feedback	Create a feedback form to be available for public contributors to send feedback to SCTU, either on an ongoing basis or at set time points.	Q3 2026	PPIE Manager PPIE Officer Senior Management Team
Dissemination of results	Ensure that public contributors and trial PPIE co-applicants are involved in publications and the dissemination of trial results.	ongoing	Trial Managers Senior Management Team
Improve feedback on trial applications	Ensure that public contributors are given feedback on funding applications for trials they have helped to develop.	ongoing	PPIE Manager Trial Managers
Create new PPIE case studies	Create a suite of videos and blogs with public contributors to communicate the PPIE work we do.	Q2 2027	PPIE Manager PPIE Officer
MEDIUM TO LONG TERM (years 3-4):			
Qualitative study into impact of PPIE on IDMCs	Following the successful pilot and roll-out of PPIE on IDMCs, conduct qualitative study into the IDMC PPIE project to gain valuable feedback on the impact PPIE is having in these committees to inform future work in this area.	Q1 2028	PPIE Manager Trial teams

APPENDICES

APPENDIX 1: PPI STRATEGY 2022-2026 - END OF STRATEGY REPORT, MARCH 2026

The below report sets out the outcomes of the previous strategy period (2022-2026) against the aims and objectives of that strategy. Where items are marked as “ongoing” this will be reflected in the aims and objectives of the new strategy. Where items are marked as “not completed” or “future work” we have reviewed the objective against our new strategy aims and included a revised objective where appropriate.

Inclusive Opportunities:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Identifying underserved groups in our public involvement	Create an EDI monitoring form for our public contributors to assess which groups are underserved	COMPLETED ONGOING	Monitoring form was sent out in Oct 2022. This set baseline metrics for EDI monitoring of our PPI members and identified demographics of public contributors at the time. Follow up monitoring to be done Q2-3 2026.
Improve links with underserved communities	Work with Wessex PIN to find new ways to connect and communicate with local communities.	ONGOING	We worked with Wessex PIN (now disbanded) and subsequently with our wider PPIE networks and the SPIRE group to explore community engagement opportunities and share best practice for successful community engagement.

		COMPLETED	2022-23 - Secured UoS PERU funding to run a project on widening participation in PPI. Worked with a local ethnic minority group and a physical/mental disability and neurodivergence CIC/awareness group to hold workshops to look at the barriers to PPI and what researchers need to do to overcome these. Resources co-produced with the groups include prompt cards for research teams and a video voiced and produced by the workshop participants.
		COMPLETED/ONGOING	2004 - secured Research England funding for a project around increasing ethnic diversity in clinical trials (Safe Space and PIS Framework) which continued our links with groups we engaged with through the Widening Participation project and saw us engage with new groups.
		ONGOING	Since 2023, the SCTU PPIE manager is a member of the Raising Voices in Research Collaborative, bringing together researchers, community groups and VCSEs across Hampshire and the Isle of Wight, to look at how we can work together to improve research engagement with underrepresented groups.
		ONGOING	The SCTU PPIE manager is a member of the UoS PERU Health and Wellbeing Community Hub, bringing together researchers, community groups and VCSEs in Southampton to improve research accessibility.
Improve local knowledge on EDI	Wessex PIN training on accessibility and allyship	NOT COMPLETED	Wessex PIN disbanded before this was arranged.

and accessibility for PPIE.		ONGOING	Diversity and accessibility forms part of the mandatory annual PPIE training for all SCTU staff.
		COMPLETED	Resources from the Widening Participation shared with SCTU staff and wider PPIE networks (e.g. UoS SPCR staff).
		COMPLETED	The PIS EDI Framework tool for trial teams and SCTU trial public contributors was presented to SCTU staff through a lunch and learn session and is now being piloted in SCTU trials.
Improve accessibility of SCTU documents and website	Review SCTU comms and PPI documents for accessibility, including possible translation.	ONGOING	Ongoing review of all comms and documents for website as produced.
		ONGOING	Adding tips around accessibility to staff PPIE training – e.g. scanning PowerPoint for accessibility, colour palettes, reasonable adjustments such as printing and posting documents where requested, etc.
		ONGOING	Increased of use of audio and visual content to support written documents – e.g. infographics. Subtitles added to all SCTU videos and infographics.
		ONGOING	Ensuring the use of Alt Text for images on the SCTU website and social media.
		ONGOING	Providing Open Text/accessible versions of documents uploaded to the website (e.g. strategies)
		ONGOING	

			Ongoing investigations around translations of trial and PPIE documents and video subtitles through the AI Translation project (funded by UoS WSI and WHP).
Appoint an 'EDI champion'	Engaging a member of the public to act as an EDI Champion for the SCTU and review inclusivity in PPI.	NOT COMPLETED ONGOING	Not actioned. We do have wider representation through our public contributors, and several people from underrepresented groups we engaged with through the Widening Participation and Safe Space projects are now regular public contributors on trial oversight groups. The EDI Methodology Group meets regularly to discuss EDI in trials and PPIE at the unit.
Include EDI and PPI in future Chief Investigator training	Via the CRUK CI training and support Working Group ensure appropriate training in EDI and PPI.	COMPLETED	Director of SCTU led a CRUK Working Group to develop new CI training. This included a video on EDI for CIs from SCTU's PPIE Manager. This was published in 2025.

Working Together:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Improve ways for PPI contributors to feedback to the CTU	Create a feedback form to be available for public contributors to send feedback to SCTU	COMPLETED	A feedback form was developed for both public contributors and SCTU staff to gather feedback and input on how PPIE is conducted at the unit. This was sent out and completed in early 2025. Feedback was used to deliver the mandatory PPIE

		FUTURE WORK	<p>staff training in May 2025 and has helped with development of this latest strategy.</p> <p>The PPIE Manager and SCTU Directors will consider whether an ongoing, open feedback form should be provided to public contributors or whether a form sent out at set time periods to gather structured feedback is more favourable.</p> <p>Public contributors are encouraged through the PPIE Handbook and other resources to raise concerns and feedback with their main SCTU point of contact as it arises. Where necessary this is fed back to the PPIE Manager for further input or action.</p>
		ONGOING	
Ensure a positive involvement environment	Create guidance/best practice charter for researchers and trial teams who are including PPI in their trial meetings	COMPLETED / ONGOING	Through the launch of the PPIE strategy in 2022 to all SCTU staff, and with subsequent annual mandatory PPIE training since April 2023, staff are provided with regular updates, resources and support for carrying out PPIE activities
Recognising public contributions to research	Organise an annual reward and recognition event for our public contributors	NOT COMPLETED / ALTERNATIVE	<p>Although we have not gone down the route of annual events, we have implemented reward and recognition systems for, e.g. several SCTU public contributors have been nominated for the FoM Public Contributor Recognition Scheme and attended the Faculty conference as a result.</p> <p>We have provided certificates for public contributors or community groups who have carried out specific roles or projects with SCTU.</p>
		COMPLETED	
		COMPLETED	

		COMPLETED	<p>Members of the Southern Cancer Trials Public Involvement Group were invited to a face-to-face meeting at SCTU in Nov 2025 which included recognition of their work, thank yous and a tour of the building.</p> <p>Selected public contributors who have demonstrated exceptional involvement invited to the SCTU Conference in March 2026, including some presenting and some judging the presentations and posters.</p>
Ensure clear processes for working together	Continually review and develop our PPI induction handbook and PPI materials with input from public contributors, to ensure that researchers, trial teams and contributors are working together.	COMPLETED	<p>PPI handbook reviewed and updated in Nov 22, Feb 23, Mar 25 and Mar 26. Staff encouraged to share this with all new public contributors and when updated.</p> <p>PPI Payment Policy developed and launched in early 2023 and updated in Dec 2025 in line with the new NIHR PPIE reimbursement rates. Sent to all public contributors and staff.</p>

Support and Learning:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Continue to review resources and training	Review the resources and training we offer to new PPI members, including ongoing review of our PPI	COMPLETED	New PPI staff induction and training plan developed in Oct 22, following feedback at a staff workshop. All new staff now undergo this induction. All SCTU staff receive mandatory annual PPIE training.

	handbook and resources hub on the website.	COMPLETED	PPI handbook reviewed and updated in Nov 22, Feb 23, Mar 25 and Mar 26. Staff encouraged to share this with all new public contributors and when updated.
		COMPLETED/ FUTURE WORK	PPIE pages on SCTU website reviewed in 2024. Review again in Q4 2026.
Grow our in-house training resources	Develop a dedicated training plan for public contributors sitting on our trials' IDMC panels (see pilot project outlined in the Governance section). Look at creating other resources as needed	COMPLETED	Initial IDMC training pilot completed, and resources created to support wider SCTU roll-out from late 2024. Paper published in Trials journal in Feb 2026 - https://doi.org/10.1186/s13063-026-09559-w
		COMPLETED	PPI Role Descriptions created that can support new public contributors as they come into a role. Currently have SCTU template role descriptions for TMG, TSC (cancer and non-cancer) and IDMC, plus a combined short role description and confidentiality agreement approved by NIHR.
CRUK PPI training	Work with Cancer Research UK and public contributors to design and create a new PPI training resource specifically for CRUK CTUs.	COMPLETED	CRUK CTU PPI training was completed and published in late 2025. Shared with SCTU staff, UKCRC and PPI networks.
Grow our wider training resources	Work with the Wessex PIN and wider PPI groups in the	ONGOING	Signposting of resources that already exist. CRUK PPI training covers much of CTU PPI.

	Wessex region UK to design and create a new PPI training course.	COMPLETED	SCTU PPIE Manager was part of the UKCRC PPI Working Group from March 2025-Dec 2025 (now disbanded) which produced a CTU PPI staff training needs survey and subsequent UKCRC report.
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Governance:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Growing PPI in SCTU governance	Inviting a public contributor to sit on all SCTU oversight Groups and IDMC pilot project (plus more contributors for the future roll-out of the project if successful).	COMPLETED COMPLETED	PPI on all oversight groups, at least two members on TMGs, TSCs, TRG to provide balance and peer support. One on smaller committees, e.g., IDMCs and Data Sharing Committee. Successful IDMC PPI pilot – see above.
Review our current PPI on oversight groups	Constantly monitor the involvement of public contributors on STCU oversight groups and review and update where necessary.	ONGOING	Ongoing management and support of current and new members to identify PPI needs and where gaps may exist (e.g. PPIs leaving, new committees, etc)
Ensure PPI in early trial design	Set-up and run a cancer-specific PPI group with the local CRUK nurses and ECMC to give feedback and input to trials in the early phases of development	COMPLETED/ ONGOING	The Southern Cancer Trials Public Involvement Group was established in Spring of 2022 and has been meeting quarterly since. Funded by SCTU and ECMC. Well-used and attended group giving early input into trial design and PPI projects.

		ONGOING COMPLETED/ ONGOING	<p>Diverse membership in terms of ethnicity, SES, education and geographical location.</p> <p>Regular pre-funding, trial-specific focus groups held in application stage using CRUK core funding or NIHR RSS PIF. Often leads to finding PPI co-applicants and TMG members.</p> <p>TRG form asks new investigators applying for SCTU support what PPIE they have completed in early design stages and will recommend where more needs to be done in trial development if taken on by SCTU.</p>
Qualitative study into IDMC pilot	Possible qualitative study into the IDMC PPI pilot project to gain valuable feedback and inform future work in this area.	NOT COMPLETED/ FUTURE WORK	Was delayed while the pilot was rolled out across SCTU trials. Still needs to be completed. PPIE Manager time and resource has been a barrier. We aim to continue this work in the next strategy period with more support from the PPIE officer/senior administrator.

Communications:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Improve public facing materials	Create a guidance document for trial teams to use when writing patient and public facing materials to outline expected use of	ONGOING COMPLETED/ ONGOING	<p>Guidance exists from HRA which trial teams should be aware of.</p> <p>The PIS EDI Framework developed through the Research England funded project and community engagement work</p>

	plain understandable language.		has been showcased to staff and is now being piloted in SCTU trials.
Improve PPI communications	Ensure that communications with public contributors on SCTU oversight groups and trial management groups is done on a regular basis and in an understandable manner.	ONGOING ONGOING COMPLETED	Regular newsletter to PPI members (approx. monthly) highlighting new opportunities, surveys, etc. Mandatory PPI for SCTU staff includes guidance on regular and accessible comms for public contributors on trial oversight groups. PPI Handbook (recently updated) highlights how all public contributors should have a regular point of contact at SCTU for their trial/committee involvement and also gives details of how to contact the PPIE Manager, Head of Operations and Director for escalating communications where needed.
Facilitate annual update for public contributors	Organise an annual for public contributors to give SCTU updates and yearly overview, plus reward and recognition.	NOT COMPLETED/ FUTURE WORK	This has not been actioned yet, though regular communications are carried out throughout the year, as above. This will be something to discuss over the next strategy period with the PPIE officer/senior administrator.
Create a PPI resource hub	Create a closed online hub (SharePoint page) for SCTU public contributors where they can access SCTU specific resources and get peer support.	REVIEWED ONGOING FUTURE WORK	We looked at the feasibility of SharePoint for external audiences, but this was difficult to facilitate for non-UoS staff and would potentially lead to access issues for some public contributors. Resources are shared regularly through the PPI newsletter mailouts and targeted emails, and the PPI Handbook also has resource links.

			We may look at alternative online hub options during the next strategy period.
Review PPI guidance and communications	Annual review of all PPI and public facing documents to ensure they are fit for purpose and adhere to communication guidelines	ONGOING	See ‘Inclusive Opportunities’ section, point 4

Impact:

OBJECTIVE /ACTIVITY	METHOD OUTLINED IN STRATEGY	STATUS	NOTES – Mar 2026
Review our PPI impact and processes	Create an annual Public Contributor Experience Survey to review our PPI work and impact.	COMPLETED FUTURE WORK	Has not been annual, but a survey was created and sent out in early 2025 (see ‘Working Together’ section, point 1) We will complete further surveys during the next strategy period.
Dissemination of results	Ensure that public contributors and trial co-apps are involved in publications and the dissemination of trial results.	ONGOING ONGOING	Responsibility of SCTU to feedback to PPIE members at all stages of involvement is highlighted in the mandatory annual PPIE training. New R3 regulations include the creation of lay summaries for trial participants and discussions have been has at R3 update

			meetings about how public contributors should be involved in the creation and dissemination of these.
Improve feedback on trial applications	Ensure that public contributors are given feedback on funding applications for trials they have helped to develop.	COMPLETED/ ONGOING	Feedback process in place for trial teams/CIs to routinely provide updates to the Southern Cancer Trials Public Involvement Group and any bespoke focus groups on applications/trials they have commented on, with feedback templates and timelines sent out to staff following meetings.
PPI Case studies	Create a suite of testimonials and case studies in various formats (written, video, audio) to show the impact of PPI on clinical research	COMPLETED COMPLETED FUTURE WORK	Case study blog and videos featuring four public contributors created in June 2023 and publicised on the SCTU website and social media channels, as well as being disseminated to our PPI members via mailouts. Q&A videos led by public contributors holding a Q&A with trial CIs produced for International Clinical Trials Day in May 2025 (DETECTION-2 trial PPI) and Lung Cancer Awareness Month in Nov 2025 (TOURIST trial PPI). Again, publicised on the SCTU website and social media channels. Further case studies to be gathered and shared during the next strategy period.

APPENDIX 2: LINKS AND RESOURCES

1. [Southampton Clinical Trials Unit website PPI pages](#), including links to the Southern Cancer Trials Public Involvement Group, PPI blogs, mailing lists, resources and projects
2. Widening Participation in PPI - [Widening participation in patient and public involvement \(PPI\) for trials being conducted at Southampton Clinical Trials Unit: A Community Study](#)
3. Widening participation in PPI – [Co-produced prompt cards for researchers working with underrepresented communities](#)
4. Widening participation in PPI – [Co-produced video for researchers working with underrepresented communities](#)
5. Diversity in clinical trials - [Co-designing patient-facing resources to increase ethnic representation in clinical trials](#)
6. [SCTU PPI Handbook](#)
7. [SCTU PPI Payment Policy](#)
8. Allaway, E., Soulsby, I. *et al.* Including patient and public contributors on clinical trial Independent Data Monitoring Committees (IDMCs). *Trials* **27**, 145 (2026). <https://doi.org/10.1186/s13063-026-09559-w>
9. [Induction and training information for PPI representatives at our Clinical Trials Units](#), developed through the CRUK CTU PPIE Working Group
10. [Resources and Support for new Chief Investigators working with CTUs](#), including guidance on PPIE and EDI, developed by the CRUK New CI Training and Support Working Group