

**Cardiff Metropolitan University**

**Annual Statement on Research Integrity: 2023/24**

**Mae'rddogfen hon hefyd ar gael yn Gymraeg / This document is also available in Welsh**

**1. Introduction and Background**

1.1 Cardiff Metropolitan University is fully committed to supporting the highest levels of research integrity and governance in all its research activity. As a recipient of public funding, Cardiff Met recognises the importance of ensuring that its staff and students maintain exemplary standards of academic practice, integrity and honesty in all aspects of research.

1.2 As a signatory to the Concordat to Support Research Integrity, Cardiff Met is committed to upholding and maintaining the commitments contained within it. In order to improve accountability and provide assurances that measures are being undertaken to support high standards of research integrity, the Concordat recommends that employers of researchers present a short annual statement to their own governing body which:

- Provides a summary of actions and activities that have been undertaken to support and strengthen understanding and application of research integrity issues.
- Provides assurances that the processes they have in place for dealing with allegations of misconduct are transparent, robust, fair, and that they continue to be appropriate to the needs of the organisation.
- Provides a high-level statement on any formal investigations of research misconduct that have been undertaken.

1.3 This is the University's seventh annual statement on Research Integrity and relates to the 2023/24 academic year. Detailed information regarding the University's overarching approach to research integrity and research misconduct is contained within the University's first Annual Statement published in 2018 and available via the Cardiff Met website<sup>1</sup>.

1.4 As recommended by the Concordat, this statement will be made publicly available on the University website.

**2. Summary of actions and activities undertaken to support and strengthen understanding and application of research integrity issues**

2.1 Research integrity has remained a key focus for the University in the 2023/24 academic year. Particular activities which have been undertaken during the year are:

- Work to develop an online ethics application form has continued this year and is now reaching its final stages.
- A programme of work has been developed with a view to improving training and staff development linked to ethics. This will include enhancements to the internal online ethics and governance resource.

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<sup>1</sup> <https://www.cardiffmet.ac.uk/research/Pages/Research-Integrity-and-Governance.aspx>

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- Enhanced information relating to undertaking research with participants under the age of 18 has been produced. This includes exemplar consent forms for use with younger and older children.
- The Policy on Work involving Animals of Animal Material was reviewed and updated and was subsequently approved for a further three years.
- Work continues to enhance the support provided to staff requesting sponsorship from the Institution for Health and Social Care Research conducted in NHS facilities or using NHS resources in England and Wales. A new system is being developed which will be rolled out in 2024/25.
- Use of resources provided by UKRIO as part of our institutional subscription has continued to grow this year. Significantly, over 120 individuals have enrolled onto the pilot e-learning module, *Introduction to Research Integrity*.

### 3. Processes in place for dealing with allegations of misconduct

3.1 The University's Policy on Research Misconduct was reviewed and updated and approved by the Research & Innovation Committee in December 2021.

3.2 The process for investigation of allegations of research misconduct at Cardiff Met remains a two-stage process:

- STAGE 1: Allegations of research misconduct are made in writing to the Director of Research (DoR) who will undertake an initial investigation to establish whether a prima facie case of misconduct exists. Where it is not appropriate for the DoR to undertake the investigation, this will be conducted by an alternative member of staff, nominated by the PV-C Research and Innovation.
- STAGE 2: Where a prima facie case is deemed to exist, the case will be referred to the PV-C Research and Innovation who may take immediate action or may instigate further investigation into the allegation. If further investigation is necessary, they will be carried out by either the PV-C Research and Innovation or by an appropriate individual appointed by the PV-C Research and Innovation.

3.3 The current version of the Research Misconduct Policy can be found on the [Cardiff Met Policy Hub](#). The policy will be reviewed during the 2024/25 academic year.

### 4. Statement on any formal investigation of research misconduct that have been undertaken

4.1 There were no allegations received under the University's Research Misconduct Procedure during 2023/24.