Methods Executive Steering Group Report

(Incorporating Methods Co-ordinator activity)

**1. PRELMINARY INFORMATION**

* **Entity Executive:** Methods including Methods Co-ordinator
* **Meeting:** Auckland Colloquium, September/October 2012
* **Report period:** 1st April to 30th September 2012
* **Members of the Executive for this period:**
  + - * Mike Clarke (Coordinating Editor, Methodology Review Group; stepped down 27th April 2012)
      * Julian Higgins\* (Methods Groups representative on CCSG)
      * Mariska Leeflang (Co-Convenor, Screening and Diagnostic Tests Methods Group)
      * Carol Lefebvre (Co-Convenor, Information Retrieval Methods Group)
      * Jane Noyes\* (Co-Convenor, Qualitative and Implementation Methods Group)
      * Holger Schünemann (Co-Convenor, Applicability and Recommendations Methods Group)
      * Ian Shemilt (Co-Convenor, Campbell and Cochrane Economics Methods Group)
      * Jonathan Sterne (Co-Convenor, Bias Methods Group; will step down 30th September 2012)

\*Co-chairs of the Methods Executive.

* **Report prepared by:** Jackie Chandler (Methods Co-ordinator) on behalf of the Methods Executive
* **Report finalized on:** 12th September 2012
* **Purpose of report:**
* **Scheduled update**
* **Draft mission statement**: *The Cochrane Methods community comprises Methods Groups, the Methodology Review Group, individuals supporting review methods in CRGs, CRGs with specialist methodological interests, and other methods interests in Fields or Centres. Cochrane Methods will:*
* *endeavour to maintain the methodological integrity of Cochrane reviews by improving current methods;*
* *provide support to approved initiatives to develop new methods;*
* *provide forums for debate and consultation concerning the development and application of methods in Cochrane Reviews;*
* *engage with the CEU, CRGs and other entities to ensure the effective implementation of methods innovations, developments and standards in Cochrane reviews;*
* *deliver guidance and training to Cochrane review authors;*
* *advance the academic and professional standing of The Cochrane Collaboration within the international evidence synthesis methods arena;*
* *adopt critically reflective practices to ensure its contribution is relevant to those conducting and using Cochrane reviews;*
* *ensure an approachable, receptive and responsive Methods environment that will continue to stimulate advances in systematic review methods.*

**Report Summary**

The Cochrane Methods community continues to be actively involved in methods innovation, development of guidance, and facilitation of training and peer support on behalf of the Collaboration. The MECIR (Methodological Expectations of Cochrane Intervention Reviews) project previously produced a set of minimum standards for the conduct of reviews and has now produced a final set of reporting standards. The six methodological development projects funded through the Methods Innovation Fund have produced their first interim reports, further details of which appear below. As part of a strategic review of Cochrane content by the Cochrane Editorial Unit, consideration and development of methods for i) new types of Cochrane reviews (e.g. reviews of prognosis) and ii) enhancements to Cochrane intervention reviews (e.g. incorporating evidence from qualitative, economic or implementation studies) will be managed through a small-scale, stage-gate approach. This approach requires development and will be led by the CEU in collaboration with colleagues representing the interests of methods and CRGs. Contributors to the Handbook have been invited to update their chapters. There has been some re-organization of chapters alongside the planning of new chapters to address topics such as complex interventions and (non-statistical) synthesis methods. The third annual issue of *Cochrane Methods* will be available from the Auckland Colloquium and provides a detailed update of Cochrane Methods activities and outputs. Methods Groups underwent formal monitoring in this period. There are no specific serious issues of concern to report. However, it remains the case that Methods Groups’ infrastructure and their contributions to the Collaboration are largely underpinned by voluntary and in-kind resources rather than direct funding; this model may not be sustainable in the long-term. The Steering Group have agreed in principle the development plans for infra structure funding for Methods Groups progress is reported below. The Bias Methods Group training event on ‘Assessing Risk of Bias in Cochrane Systematic Reviews’was well received by 27 participants. Plans for the 2013 Methods Training event, led by the Comparing Multiple Interventions Methods Group, are underway. The 2013 event will provide training in methods for the comparison of multiple interventions in reviews, which may involve a network meta-analysis. The launch of a Cochrane Methods *beta* website is expected to coincide with the Auckland colloquium. Development of a Methods Strategy, encompassing all aspects of Cochrane Methods, is in the process of development.

Mike Clarke resigned from the Methods Executive in April 2012 and Jonathan Sterne will step down at the end of September 2012. We wish to thank Mike and Jonathan for their valuable contributions to the Executive. Elections for replacement members will be held during the Methods Board meeting at the Auckland Colloquium.

**2. WORKPLAN UPDATE**

**i) For this reporting period:** 1st April to 30th September 2012

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| **Executive Workplan Objective/activity** | **Planned output** | **Actual achievements and comments** |
| 1. Develop a Methods Strategy for future methodological development within The Cochrane Collaboration | Develop, consult and discuss processes for a methods strategy, to include set up of a working group convened by the Methods Co-ordinator | A proposal for the process was discussed by the Methods Executive at their meeting in Paris. A decision was made that an additional working group was not feasible or required. The Methods Co-ordinator will develop a mission statement, conduct a review (using current documentation) and develop a strategy as part of her work programme.  A mission statement has been agreed by the Methods Executive and will be circulated to the Board and the other Executives for comment.  A draft outline review to underpin the strategy will be viewed by the Methods Board in Auckland for discussion. |
| 1. Support Handbook Editors to continue with planned revisions to the *Cochrane Handbook for Systematic Reviews of Interventions* (V 5.2 and V 6) | To organize the next programme of revisions and chapter developments. Two major revisions are being planned, in order to absorb immediate changes (MECIR Standards) and early outputs from the (Methodology Innovation Fund) MIF projects. | Authors and Editors have been contacted to address minor chapter amendments and the incorporation of the MECIR conduct and reporting standards by the end of November for version 5.2. The request included addressing plans for major revisions and the development of new chapters for version 6 and is expected towards the end of 2013 for publication in early to mid 2014. |
| 1. To advise the Editor in Chief (EiC) on all aspects relating to methodology, involving Methods Groups as relevant, that relate to editorial content, in a timely and effective manner to ensure the overall quality of Cochrane Reviews | 1. Completed work on conduct standards and reporting standards.  2. Project will continue with the development of considerations in implementing the standards in review updates.  3. In collaboration with the CEU/EiC, devise an implementation plan to disseminate the standards to the CRGs, Centres etc. Includes integration into training materials etc.  4. To develop good practice standards and common errors in an online format that allows regular updating and input. | The MECIR project has:   * A set of reporting standards. These standards received an additional consultation with ‘super user’ external stakeholders. * A set of Plain Language Summary standards developed by the Consumer community.   An implementation plan is developing. Hard copy format being developed for dissemination to CRGs by December 2012.  Ongoing and will be part of the Cochrane Methods website. This work will also be developed under the auspices of the MARS WG. |
| 1. Support the annual production and development of the *Cochrane Methods* | In conjunction with the UKCC produce a third edition of *Cochrane Methods* | This has been completed. As previously reported this will no longer be under the auspice of the UKCC. |
| 1. Develop and maintain a network of individuals in CRGs and Cochrane Centres who will link into specialist methodological hubs hosted by Methods Groups | Negotiate processes of network function with relevant Methods Group convenors, CRGs and Centre-based methods contacts. | Ongoing (See note below) |
| 1. Take part in the 2013 celebrations of the 20th anniversary of The Cochrane Collaboration, with a focus on the Collaboration’s role in the development of systematic review methodology | Develop a plan for these celebrations in conjunction with Anniversary task force | In progress  *BMC Systematic Reviews* is interested in supporting relevant papers for this event. Further discussions to take place on approach, identification of authors and deadlines. |
| 1. Develop a Methods micro-site within cochrane.org for internal and external access | Develop and populate *Beta* site | *Beta* site to be available by the Auckland Colloquium |
| 1. Continue with the Methods Innovation Fund 5-year programme, subject to available resources | Successful applicants to the 2011 funding round to start their projects in 2012 | All projects have produced six month interim reports and continue as planned.  (See note below) |
| 1. Continue with the annual Methods Training Events, subject to available resources | 1. Evaluate and feedback Bias training event 2012  2. identification of 2012 event | See report below  CMIMG will organize the next event in March 2013 |
| 1. Develop infrastructure funding for individual Methods Groups | Proposals for development of infrastructure funding for individual Methods Groups agreed in principle by CCSG (Lead Ian Shemilt) | In process (see note below). |

**ii) Full breakdown of expenditure:**

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| **Activity (1st April to 9th September 2011)** | **Amount allocated** | **Actual to date (12th September 2012)** | **Notes** |
| Methods Executive-attendance at meetings | £10,000 per annum (ongoing) | 1st April 2011- 31st March 2012 = £3,267.98  Under spend = £6733.02  1st April to present = £4355.79 |  |
| Methods Co-ordinator-Salary and other travel, accommodation costs. | £50,000 + £5000 (admin support) per annum (until March 2014). |  | This budget has now been subsumed into the salary budget at the CEU |
| MECIR work 5 days | £1100 | £406.77 |  |
| Handbook Editors | £4,000 max allocated per annum if required | 0 |  |
| Methods Training Event | £20,000 per event | £17,455.59 |  |
| *Cochrane Methods* | £5,000 per issue | *Estimated cost provided by Wiley for this year is £3160 + vat for 52 pages. Other costs to include postage* | Awaiting invoice  Copy is 56 pages with colour photos |
| Methods Innovation Fund | £329, 378 | £101377.67 | Total spend from the allocated fund Jan-Sept 2012. |

**iii) Meetings, teleconferences and other communication:**

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|  | ***For the period 1st April 2012 to 3 October 2012 (includes. Auckland)*** | ***Expected for the period 30th September 2012 to 31st March 2014 (does not include Auckland)*** |
| **Methods Board** | Face to face atthe Auckland Colloquium | Nil |
| **Methods Executive** | 2 face to face and 2 teleconferences | Three teleconference meetings are planned for the next six months, and the Methods Executive will meet at the Oxford Mid Year Meeting |
| **Methods Application and Review Standards Working Group (MARS WG)** | 2 face to face and1 teleconference | Will meet at least twice in this six month period and will meet face to face during the Oxford Mid Year Meeting. |
| **Handbook Editorial Team** | Regular meetings to fit with work schedule. 1 face to face meeting | The Handbook editorial team will hold teleconferences or other meetings every 1-2 months. |
| **MECIR (co-ordinating group meeting)s** | Face to Face (at the Cochrane Editorial Unit (CEU)) for 4 days | Meetings are ad hoc and in response to work stream |

**iv) Descriptive summary:**

***Achievements for this period are:***

**Methods Board:** No report this period.

**Methods Executive:** This Executive has met regularly throughout the reporting period supporting the Methods Board between its face to face meetings and liaising with the MARS WG. The Executive also supports and oversees the Methods training events, the production of training materials and other Cochrane Methods guidance. Minutes of meetings are held in Archie.

**Methods Application and Review Standards (MARS) working group:** This group leads on two key methods initiatives (the MECIR Project and the Methods Innovation Fund (MIF)) and provides an interface between Methods Groups and Review Groups on methodological issues. In order to strengthen this strategic role, MARS’ terms of reference will be reviewed in light of ongoing methodological developments and the management processes required to guide and advise the CSSG on methodological.

**Methods Co-ordinator:** Jackie continues to establish and develop the role of Methods Co-ordinator and has represented Cochrane Methods on the MaRC, ADAC, ISOC, RAC, PLEACS and the 2013 Anniversary Task Force. She is also a member of the MECIR co-ordinating team, *Handbook* editor and technical editor for *Cochrane Methods*. During the last period Jackie has:

* Developed a mission statement for Cochrane Methods.
* Continued to support the MECIR project, including organizing an external stakeholder consultation for the reporting standards.
* Managed the Methods Innovation Fund with support from Lucie Binder.
* Co-ordinated and contributed to the content of the publication *Cochrane Methods* as technical editor and developed a short readers’ survey.
* Continued to develop and populate a Cochrane Methods website.
* As part of the editorial team, continued with progressing updates to the *Cochrane Handbook of Systematic Reviews of Interventions.*
* As part of the CEU programme of work on Cochrane content, co-ordinated the developments, discussions and reporting outputs for the Innovative Reviews and Methodology Theme.
* Assisted co-chair Miranda Cumpston (Training Co-ordinator) of the Workshops Committee for the 20th Colloquium in Auckland with workshop reviews and organization.
* Started to co-ordinate areas of specific methods interests: Complex interventions, non-randomized studies.
* Taken responsibility on behalf of David Tovey (previously managed by Mike Clarke) for considering the future of the Cochrane Methodology Register.
* Co-ordinated a range of meetings at the Auckland Colloquium.
* Continued to provide administrative support to the Cochrane Methods infra-structure.

**Methods Training Events**

**2012:** This event, held in conjunction with the UK and Ireland contributors meeting, Loughborough, UK, was well received by the 27 participants. The meeting covered a number of specific topics to advance risk of bias methods, including:

* Risk of bias domains;
* Selective reporting;
* Consideration of the ORBIT classification system;
* Incorporation of Risk of bias results in forest plots;
* Provision of explicit guidance for addressing reporting biases;
* Promotion of ‘rule of ten’ for examining funnel plots;
* Bayesian methods for adjusting biases in meta-analysis.

Additionally, a number of useful comments were received from participants, making this a stimulating and thought-provoking event.

**2013-:** This event will be a three-day course divided into two parts to facilitate undertaking indirect comparisons and network meta-analysis in Cochrane reviews that aim to compare multiple interventions. One day will be for a general audience, focusing on issues around conceptualizing, initiating, managing, and coordinating such reviews, and two days will be for a statistical audience. The workshop will provide support to editors as well as those wanting to apply these methods in reviews. This event will take place alongside the Mid Year Meeting and UK contributors in Oxford, UK next year on the 18th, 19th, and 22nd March 2013.

**2014:** The selection process for this event will commence shortly.

**Methods Innovation Fund (MIF) (responsibility of the Methods Board, delegated to the Methods Application and Review Standards Working Group)**

Interim reports from all six projects were received and reported to the MARS WG. Key progress steps are reported in brief below:

1. ***Searching for unpublished trials using trials registers and trials web sites and obtaining unpublished trial data and corresponding trial protocols from regulatory agencies***: Search strategies have been drafted for CMR, MEDLINE and Embase, to create the annotated bibliography. These strategies are currently undergoing peer review.

2. ***Extending the Cochrane ‘Risk of bias’ tool to assess risk of bias in randomized trials with non-parallel-group designs, and non-randomized studies***: Eight international working groups have been set up to address the five main bias domains, ‘other biases’ and non standard designs. Plans have commenced for a 2 day face to face meeting next year. Subsequent to initial discussions a survey of review group Co-eds will inform this project of the CRG's needs for tool development.

3. ***Enhancing the acceptance and implementation of ‘Summary of findings’ tables in Cochrane Reviews:*** An extensive report on the progress of this project against project objectives was received. These, in brief, were:

**Guidance for formatting of SoF tables:** Development of user testing and randomized trials protocols, screening and assessment of SoF tables available in the Cochrane Collaboration, listing of the most important alternative format items to be tested and categorization according to the stage for testing, and creation of a database of potential participants. **Guidance and standardization of footnotes for SoF tables:** A first outline of the Footnotes project was presented at the GRADE Working Group meeting inJanuary 2012 in Barcelona. **A** protocol has been developed.

**‘Summary of findings’ table in diagnostic test accuracy Reviews**

The GRADE and DTA SoF workshops worked through practical examples of applying the GRADE approach to DTA systematic review data from the literature, preparing a draft Sof Table. An evaluation and feedback on the example SoF Tables was received.

4. ***Methodological Investigation of Cochrane reviews of Complex Interventions (MICCI)***: A Complex intervention meeting hosted in Jan 2012 was attended by core co-applicants, collaborators and research officer. This meeting has developed a set of seven draft papers for the *Journal of Clinical Epidemiology*. A Draft study protocol for the further development of the tool to classify complex interventions has been developed.

5. ***Addressing missing trial participant data in Cochrane systematic reviews***: Design of the search strategy study 1 is complete. Study 2: Data has been collected from about 50 systematic reviews. A related abstract has been accepted for poster presentation at the Auckland Colloquium. A conceptual paper about addressing missing trial participant data in systematic reviews to serve as a conceptual framework for the project has been drafted.

6. ***Methods for comparing multiple interventions in Intervention reviews and Overviews of reviews***: An engagement meeting of interested people to develop consensus guidance took place in Paris. A decision chart has been proposed and is in the process of being finalized. A position paper to provide guidance to CRGs will be ready for the Auckland Colloquium.

**Methodological Expectations in Cochrane Intervention Reviews (MECIR) (responsibility of the Methods Application and Review Standards Working Group)**

<http://www.editorial-unit.cochrane.org/mecir> contains detailed information on this project. There are 80 conduct standards and 108 reporting standards. The MECIR project seeks to produce the following:

1. Methodological standards for the **conduct** of Cochrane intervention reviews
   1. Conduct standards for a new review - *Completed*
   2. Considerations for updated reviews
2. Standards for the **reporting** of Cochrane intervention reviews
   1. Reporting standards for a new review - *Completed*
   2. Reporting standards for abstracts
   3. Reporting standards for plain language summaries - *Completed*
   4. Reporting standards for a new protocol
   5. Considerations for updated reviews
3. Examples of **good practice** in the methodological conduct of Cochrane intervention reviews
4. Examples of **common errors** in the methodological conduct of Cochrane intervention reviews

**Methods CRG Peer Support Networks**

These networks remain in development. They were discussed at the joint Executives meeting in Paris. The network is to be supported by the Cochrane Methods website. Network members have been recruited via the training events for Bias and SoF networks. This is not currently a network member for every CRG. Further discussion is required with the Statistics Methods Group on a way forward to develop a network separate from their active and extensive email list. A database is currently being built to identify network members, statisticians and other methods focussed individuals across the CRGs. CRGs will be targeted to identify network members once the website is available and the methods group network hosts are ready.

**Cochrane Methods website development**

*Beta* site is under development and will be available from the Auckland Colloquium.

**Methods Groups**

Methods Groups continue to provide support and advice to individuals and entities in the Collaboration. They also continue to provide training events and workshops for discussion. The convenors of Methods Groups have been meeting regularly through teleconferences. This year Methods Groups completed a revised monitoring form. The following are key points to feedback:

* A number of changes to convenors (Bias, Economics, Screening and Diagnostic Test Accuracy and Non Randomised Studies Methods Groups).
* The Qualitative Research Methods Group has amended its name to ‘Qualitative and Implementation Methods Group’. This is considered to better describe the group’s current activity, which supports an expressed need to address implementation issues. This will particularly address the use of process evaluations which are conceptualized as being key to understanding how an intervention is implemented, and the identification of the critical success factors for its implementation.
* The Methodology Review Group has transferred its base from the UKCC to Mike Clarke (Co-ordinating editor MRG) and Director of the All-Ireland Hub for Trials Methodology Research Queen’s University of Belfast, Northern Ireland.
* Groups have provided updates on their activities in *Cochrane Methods* maintaining a high level of output of methodological research, training and peer review/support.

**Handbook developments**

The current editorial team for the *Cochrane Handbook of Systematic Reviews of Interventions* is Julian Higgins, Rachel Churchill, Jackie Chandler and Miranda Cumpston. Miranda is currently on maternity leave. Mike Clarke stepped down as *Handbook* editor in April. He has agreed to continue to contribute to specific chapters. Authors and Editors of all current chapters and new chapters have been identified and contacted with the proposed timescales for completing draft updates for Version 5.2 by the end of November and for version 6 by some deadline to be confirmed during 2013. A further version will follow to take account of findings from the MIF projects (which are due to complete in late 2014 and early 2015). Advice for contributors has been updated, and chapters have been re-organized to reflect the development of new chapters. The MECIR Conduct standards have been housed in relevant chapters and the reporting standards will reside in a new chapter.

**Cochrane Methodology Register (CMR)**

Initial individual discussions with Andrew Booth, Mike Clarke, Julian Higgins and David Tovey have established:

* The need for creative input from a wider range of interested individuals to consider options for developing the CMR and review its current format within the wider context of review methodology.
* The current register has not been updated since May 31st 2012 as support from the UKCC ceased and future funding for this core activity has not been secured.
* David Tovey will remove the register from the Library to an archive sometime next year if no further efforts are forthcoming with its development.
* Jackie will try and identify individuals willing to take forward a revised format, providing a clear rationale for the continuance of a systematic review methodology database that may look potentially quite different, and identify funds within and outside Cochrane as appropriate.

***Cochrane Methods***

The third annual edition of this publication has been completed. It includes substantially more material than last year. A readers’ survey will be inserted into the paper copy; this can also be completed online until 31st December 2012. The feedback will be used to develop the fourth edition of this publication. The current mailing list will be revised to ensure that the external international evidence based community is aware of the methodological developments within the Collaboration. This publication will, as usual, be distributed at the Auckland colloquium in the participants’ packs and at the Cochrane Exchange and Wiley stands.

**Development plans for infra structure funding for Methods Groups**

An initial paper outlining proposals to develop infrastructure funding for individual Methods Groups was approved by the CCSG in Madrid. Progress in implementing the proposals has been slow, in part due to work commitments of the individuals involved. A meeting was held in July 2012 to discuss how to progress this work stream, with Steve McDonald representing Centres, Ian Shemilt and Julian Higgins representing methods, facilitated by Jackie Chandler. It was decided to wait until the new Chief Executive is in post to progress this workstream, since implementation of several of the approved proposals needs to be considered alongside implementation of other strategic priorities of the Collaboration that fall within the remit of the Chief Executive’s role. Provisionally, priority has been assigned to developing a proposal for funded Cochrane Methods Fellowships, to be submitted for consideration by the CCSG. Other similar fellowship schemes will be investigated and consultation with people involved in developing similar schemes is planned during the Auckland colloquium. Jackie Chandler plans to contact the Canadian Cochrane Centre to discuss implementation of the proposal that the Centre would collate information regarding the impact (activities and outputs) of direct funds secured to support the infrastructure of two individual Methods Groups based in Canada, for potential use by other Centres to support negotiations with national funding bodies for infrastructure funds to support individual Methods Groups in their region (either alongside or independent of infrastructure support for the Centre and/or CRG editorial bases in their region).

**Strategic review of Cochrane Content: Innovative Reviews and methodology**

Recommendations related to this theme from the strategic session held in Paris intend to formalize the application of methods innovation within the Collaboration in a managed process. This process requires development and agreement and will involve: Methods Board and Executive, Co-eds Board and Executive and the MARS WG under the co-ordination of the CEU and Methods Co-ordinator. Consideration will be given to the interests and roles of Fields and Centres. Implications for the ‘standard Cochrane model’ will need to be considered.

**Challenges for this period are:**

Individual challenges for Methods Groups continue, especially for those with no formal funding structure and look set to continue. Although, currently all groups will continue for the next 1-2 years. In light of ongoing methodological developments and expectations within the Collaboration (e.g. planned mandating of SoF’s, inclusion of NRS for harms, comparing multiple interventions and network meta-analysis, incorporation of qualitative and economic data into reviews) there is likely to be increasing pressure on Methods Groups to provide peer review and direct methodological input into reviews, possibly as members of review teams.

**3. PLANNING OF OBJECTIVES**

**i) For the next reporting period: 1st October 2012 to 31st March 2013**

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| **Objective/activity** | **Planned output** | **Proposed timeline and comments** |
| 1. Develop a Methods Strategy for future methodological development within The Cochrane Collaboration | To complete a methods review to underpin a Methods strategy for a 3-5 years with an interim report presented to the Methods Board at the Auckland Colloquium. | Draft review to underpin strategy to be finalized by the Oxford Mid Year Meeting. |
| 1. Help the Editors with revisions to the *Cochrane Handbook for Systematic Reviews of Interventions* | To complete version 5.2. | By early 2013. |
| 1. To advise the Editor in Chief (EiC) on all aspects relating to methodology, involving Methods Groups as relevant, that relate to editorial content, in a timely and effective manner to ensure the overall quality of Cochrane Reviews | To support and co-operate with the CEU and the Training co-ordinator with implementation activities to disseminate the MECIR current conduct and reporting standards to the CRGs, Centres etc. Includes integration into training materials etc.  The MECIR project will continue with the following:   1. Methodological standards for the **conduct** of Cochrane intervention reviews    1. Considerations for updated reviews 2. Standards for the **reporting** of Cochrane intervention reviews    1. Reporting standards for abstracts    2. Reporting standards for a new protocol    3. Considerations for updated reviews   3. Development and collation of good practice standards and common errors. | Throughout the next reporting period.  Draft standards and guidance towards the end and into the next reporting period.  Ongoing |
| 1. Support the annual production and development of the *Cochrane Methods* | To evaluate the feedback from the readers’ survey. | Early January 2013 to facilitate plans for the next issue. |
| 1. Develop and maintain a network of individuals in CRGs and Cochrane Centres who will link into specialist methodological hubs hosted by Methods Groups | Negotiate processes of network function with relevant Methods Group convenors, CRGs and Centre-based methods contacts. | Interpretation and Applicability, and the Statistics and Bias networks will continue to evolve with individuals being located in all CRGs. |
| 1. Take part in the 2013 celebrations of the 20th anniversary of The Cochrane Collaboration, with a focus on the Collaboration’s role in the development of systematic review methodology | Develop a plan for these celebrations in conjunction with Anniversary task force. Methods co-ordinator on Publication strategy working group – currently developing timelines | Ongoing |
| 1. Develop a Methods micro-site within cochrane.org for internal and external access | Evaluate and develop *Beta* website | Ongoing |
| 1. Methods Innovation Fund 5-year programme, subject to available resources | Evaluation of current projects – interim projects | Due 31st December 2012 |
| 1. Continue with the annual Methods Training Events, subject to available resources | 2013 event: to commence recruitment of participants once date and venue confirmed.  2014 event: call for proposals for the event | With immediate effect  September 2012 |
| 1. Develop infrastructure funding for individual Methods Groups | To implement proposals for Infrastructure funding for Methods Groups | In progress |
| 1. Develop proposal for the continuance of the CMR | To identify interested individuals | Dec 2012 |
| 1. Innovative Reviews and methodology processes | To arrange agreed processes to provide oversight to innovative methods developments | Dec 2012 |

**4. FUNDING AND/OR POLICY DECISION REQUESTS**

None