



(b) Outstanding LREC Issues : Primary Care and Dental Committees

(i) Primary Care Committee 2

It was reported that the second Primary Care Committee (previously the Greater Glasgow Community/Primary Care Local Research Ethics Committee) had now been established. Dr Wallace pointed out that since the first Primary Care Committee was required to consider more than twelve proposals per month (based on last year's annual report), there was currently a need for a second Committee. The position would, of course, be reviewed again should circumstances relating to workload change in the future.

NOTED

(ii) Dental Committee

The OREC Manager reported that owing to a lack of submissions, the Dental Committee had agreed at its meeting on 5 July 2004 to discontinue. She pointed out that in 15 months the Dental Committee had only considered thirty-one submissions. This represented an average of two submissions per meeting, well below the minimum number prescribed under the GAFREC guidelines.

The OREC Manager advised that the existing lay members of the Dental Committee had agreed to participate in the work of other LRECs within Greater Glasgow where there were vacancies. The Governance Committee welcomed this development.

However, professional members had not wished to give such a commitment but had suggested a rota system whereby any LREC receiving a specifically dental proposal would require to access the rota for dental expertise. The Governance Committee considered this proposal unacceptable as it lay outside the spirit and parameters laid down in the GAFREC guidelines for the proper constitutional operation of LRECs. An alternative system of obtaining dental expertise would be required.

DECIDED:

1. That the Chairman write to the Chairman of what was the Dental Committee regarding professional input to assist LRECs in North Glasgow West with submissions of a dental nature.
2. That the Governance Committee approve the decision of the Greater Glasgow Dental Local Research Ethics Committee to discontinue its activities as from 5 July 2004.
3. That any submissions relating to dentistry that would previously have been considered by the Greater Glasgow Dental Local Research Ethics Committee now be passed to the other North Glasgow Local Research Ethics Committees for consideration.

**Chairman**

**OREC  
Manager**

(c) Meetings with LREC Administrators

The OREC Manager advised that she was meeting with the various LREC administrators almost on a monthly basis due to the need for attendance at the Scottish Executive Health Department on matters relating to ethics governance. She would pass on any concerns relevant to the Governance Committee where required.

The Head of Board Administration referred to the continued need to develop a good supporting and team work approach to ethics matters across NHS Greater Glasgow

NOTED

**4. COREC ACCREDITATION FOR LRECs**

The OREC Manager advised that it was the intention of the Central Office for Research Ethics Committees (COREC) that a process of accreditation of Local Research Ethics Committees United Kingdom wide be undertaken. Copies of the relevant correspondence were received.

The OREC Manager had spoken to the COREC Team recently and had been reliably informed that the audit of peer review of LRECs would not now take place until early 2005. It had been anticipated that this would have been fully completed by then but the new Research Ethics Department database and Standard Operating Procedures had taken much longer to implement nationally than had been envisaged.

The OREC Manager advised that COREC was essentially looking to appoint a cohort of assessors to undertake accreditation nationally. She was confident that all of the LRECs currently operating within Greater Glasgow were GAFREC compliant. The only possible area of concern was the need in some areas for appropriate archive storage. She would keep the Governance Committee informed of developments.

**OREC  
Manager**

NOTED

**5. UPDATE ON RECRUITMENT**

The Governance Committee received for information copies of a paper from the OREC Manager detailing progress to date with the recruitment process.

The OREC Manager referred to the recent massive recruitment drive which had been undertaken over the past nine months and pointed out that this had been extremely successful. To date, seventy-six new members had been recruited as follows:

34 Lay Members  
42 Expert Members

All of these new members had been “slotted in” to the LRECs of their choice and all had complied with the pre-requisites of the post and returned their Register of Interests/Confidentiality statement duly completed.

The OREC Manager pointed out that most of the LRECs within Greater Glasgow were now fully staffed. Only three Lay Members and seven Expert Members were still required. However, it was hoped that most of these remaining vacancies could be filled by the ex members of the Greater Glasgow Dental Local Research Ethics Committee. In any event, every effort was being made to fill remaining vacancies.

NOTED

**6. UPDATE ON TRAINING**

The Governance Committee received for information copies of a paper from the OREC Manager outlining the training programme for all NHS Greater Glasgow Local Research Ethics Committee Members.

The OREC Manager pointed out that two three-day training sessions for both basic and intermediate training were held in the University of Glasgow Western Infirmary Lecture Theatre on 18, 19 and 20 June 2003 and 23, 24 and 25 June 2003.

In addition, a one three-day training session for advanced training had been held in the Function Suite, Western Infirmary on 10, 11 and 12 November 2003. The attendance was as follows:

Day 1 – 10.11.03	Total attendance – 28	15 Lay	13 Expert
Day 2 – 11.11.03	Total attendance – 22	7 Lay	15 Expert
Day 3 – 12.11.03	Total attendance – 22	12 Lay	10 Expert

The training sessions had proved highly successful and the course evaluation feedback form was circulated to the Governance Committee for information. The information provided was helpful in terms of continuing to contract with Keele University.

The OREC Manager advised that a provisional date for the further training of those members of committees who still required it had been arranged for 1 September 2004 at the Lecture Theatre, Western Infirmary. However, she was not entirely happy with this date since it fell within a holiday period but it was the only one she could obtain from the venue. Some discussion followed and a number of suggestions regarding alternative venues were made. The OREC Manager noted these and would seek an alternative date and venue if possible.

**OREC Manager**

NOTED

**7. INTERFACE WITH UNIVERSITIES**

The Governance Committee received for information copies of the Minutes of meetings of the University/NHS Interface Research Ethics Working Group held on 28 October 2003; 10 December 2003; 11 February 2004 and 15 March 2004.

The Chairman pointed out that the University/NHS Interface Research Ethics Working Group was dealing with some very important issues. He referred to research in forensic medicine and had been surprised to discover that it was only the University of Glasgow which covered the indemnity. In fact, the whole question of indemnity and insurance was currently being reviewed jointly by the University and the NHS and a Memorandum of Understanding had recently been drawn up as an initial step in this process.

The OREC Manager pointed out that Dr A Gaw, Director Clinical Trials Unit at Glasgow Royal Infirmary was putting together a research training website tool to provide a web-based training session for researchers across Greater Glasgow, both NHS and University. This tool would take new and old researchers through the complexities of the European Union Directive and what they would require to do to enable them to undertake research in Greater Glasgow. The intention was that this may be rolled out later across Scotland.

The Governance Committee welcomed this development. It was thought that this training tool had great potential as a way forward to researchers to obtain a certificate stating that they had passed the training programme to allow them to go forward with a trial to the appropriate LREC.

NOTED

**8. LREC ANNUAL REPORTS FOR 2003**

The Governance Committee received for information copies of the annual reports from the North Glasgow Division LRECs and the Yorkhill LREC.

Dr Wallace advised that the annual report of the Primary Care Committees would be submitted prior to the September deadline.

**Dr Wallace**

The Chairman stressed the importance of the annual reports not the least of which was the detailed information they provided on the number of proposals submitted to Greater Glasgow each year. This represented a very good database for cross reference as was required under the new regulations.

NOTED

**9. FALLING RATE OF SUBMISSIONS**

The Governance Committee noted that since the introduction of the new regulations last year the number of proposals submitted to LRECs in Greater Glasgow had decreased about 30%. Whilst this could be explained as a reaction to what some potential researchers no doubt considered to be excessive bureaucratisation of the application system, it still represented a surprisingly large drop in the number of submissions. Dr Anderson wondered if it was a certain type of proposal which had decreased. Were there any specific trends which could be identified?

The Chairman suggested that this may be something the Governance Committee should take forward in the future. Research Management Groups should be able to supply the required data.

DECIDED:

That the Governance Committee return to this issue at a future meeting.

**Secretary**

**10. RETIRAL OF CHAIRMAN**

The Governance Committee noted that this would be the last meeting chaired by Professor Steven K Smith who was leaving the employment of the University of Glasgow to take up a new post in London. The Governance Committee thanked Professor Smith for his efforts as Chairman and wished him well for the future.

NOTED

**11. DATE OF NEXT MEETING**

It was agreed that the date of the next meeting should be held in abeyance pending the appointment of a new Chairman.

**Secretary**