

NHS GREATER GLASGOW & CLYDE

**Minutes of a Meeting of the NHS Greater Glasgow & Clyde Research
Ethics Governance Committee held in Meeting Room A, Dalian House,
350 St Vincent Street, Glasgow
on Tuesday 4 July, 2006 at 3.00 p.m.**

PRESENT

Prof D Barlow (Chair)
Dr R Groden
Mrs A Stewart MBE

IN ATTENDANCE

Mr J C Hamilton – Head of Board Administration
Mrs A H Torrie – OREC Manager

ACTION BY

12. APOLOGIES

Apologies for absence were received from Mr. R Cleland, Dr. L de Caestecker and Dr B N Cowan.

13. MINUTES

The Minutes of the meeting of the NHS Greater Glasgow Research Ethics Governance Committee held on 25 January, 2006 (NHSGGREGC(M)06/1) were approved as a correct record.

NOTED

14. MATTERS ARISING

There were no matters arising from the previous Minutes.

15. FUTURE REMIT AND MEMBERSHIP ARRANGMENTS

The Governance Committee received for consideration copies of a paper outlining its amended Constitution.

The Committee discussed the amended Constitution and approved this document in principle but thought it advisable that both the Acting Director of Public Health and the Medical Director should nominate a named deputy who would act on their behalf should it prove impossible for them to attend a meeting. The Constitution should be amended again to take this into account.

The Head of Board Administration intimated that Dr Oliver Blatchford had already been nominated by the Acting Director of Public Health to take an interest in ethics and that he would probably attend the next meeting in that capacity.

The OREC Manager agreed to write to the Medical Director to seek a named Deputy who would attend this Committee on his behalf.

OREC Mgr

ACTION BY

The Committee also discussed the Constitution under 'Quorum' being amended to read "Chair or Designated deputy". With the above minor amendments the Constitution was approved.

W Marshall

DECIDED:

(i) That an amended Constitution reflecting these changes be submitted to the next meeting of the Governance Committee for approval.

**Head of Board
Administration**

(ii) That the OREC Manager write to the Medical Director as agreed

OREC Manager

16. INTEGRATION OF CLYDE INTO ETHICS ARRANGEMENTS

The OREC Manager gave a verbal report on the process of integrating the Argyll and Clyde LREC with the South Glasgow LREC. The staffing issue had recently been resolved following the Clyde transition process and it was now anticipated that the amalgamation of the two Committees would take place over the next month or so with the administrator being in post from the 17 July 2006.

Discussion took place on the process to amalgamate the two Committees and if more expressions of interest were received than available spaces on the Committee, then interviews would be held. Other Committee vacancies would also be considered.

DECIDED:

That a further update be provided to the next meeting.

OREC Manager

17. MERGER OF THE GLASGOW ROYAL INFIRMARY COMMITTEES

The Governance Committee received for information copies of a paper from the OREC Manager seeking approval for the merger of the two Glasgow Royal Infirmary Local Research Ethics Committees.

The Committee noted and approved the merger of the two Glasgow Royal Infirmary LRECs which took place on the 2 June 2006.

The Committee noted and approved the appointment of Dr J B Neilly as Chairman and Dr M Booth as Vice-Chair.

The Committee discussed the vacant GP position on the new merged GRI committee and the OREC Manager indicated that this was indeed a problem for a few other LRECs – the West Ethics Committee urgently looking to appoint a GP to EC(1).

Dr Groden suggested that contact could be made with the CH(C)Ps Clinical Directors Group (via Dr John Nugent) who could perhaps be of assistance in identifying GPs to sit on LRECs. This may be included in the annual GP appraisal process for continuing Personal Development.

DECIDED:

That the Governance Committee approve the merger of the two Glasgow Royal Infirmary Local Research Ethics Committees

OREC Manager

18. LREC ANNUAL TRAINING UPDATE

The Governance Committee received for information copies of a paper from the OREC Manager providing an update on training.

The OREC Manager updated members on the recent “Induction” training held on the 1 June, 2006 for all new members who have joined since the last session in 2005. This year, the University of Kent was commissioned to undertake this full day session of the 16 new members – 12 attended and it was reported back as a “very useful and informative day”.

A larger “Advanced/Update” training session was held in the Walton Conference Centre, Southern General Hospital on 12 June, 2006 to which over 60 members attended. Again this varied programme was very well received by all and appreciation was expressed to all the speakers who assisted with the programme.

The Chairman and Committee thanked the OREC Manager for pulling these programmes together in such a professional manner.

The OREC Manager would provide the Committee with confirmation on where all members of the ‘recognised’ Committees had attended a training session in the last two years.

OREC Manager

NOTED

19. PROPOSED CHANGES TO SCOTTISH ETHICS ARRANGMENTS

The Governance Committee received for information copies of a letter from Mr M Stevens, Deputy Director, Chief Scientist’s Office, regarding proposed changes to Scottish ethics arrangements.

The OREC Manager stated that apart from the 4 “Hubs” being based in Glasgow, Edinburgh, Aberdeen, Dundee, it was planned that each “Hub” would have research ethics committees affiliated to them.

The Chairman advised that as recently as yesterday, the Medical Research Council had decided not to fund the Scottish bids for Clinical Research Facilities in the above areas with the exception of some additional funding for the CRF already in place in Edinburgh. The CSO had initially agreed to look at the costs of any “bids” that were unsuccessful.

In relation to the possible impact on University Ethics Committees of the NHS proposals, the OREC Manager indicated that the Pan-Glasgow Research & Development (R&D) Management Group (which met every two months) which she attended had representatives from all three universities in Glasgow sitting on this group. The OREC Manager agreed to ensure that the universities were kept up to date with any changes within the system.

OREC Manager

NOTED

20. YORKHILL LREC

The OREC Manager indicated that correspondence had continued with the Yorkhill LREC following the decision in January 2006 to follow the national advice to transfer this Committee’s submissions to GAFREC compliant committees.

ACTION BY

The OREC Manager indicated that she had met with the Medical Director, Women's and Children's Services, in March and he had agreed to provide a list of paediatricians who currently served as members of the Yorkhill Committee who could transfer to West Ethics Committees and the Primary Care Committee to assist with the review of paediatric research. The OREC Manager would write to those on this list to see if they would transfer and the Head of Board Administration would contact the Medical Director on the winding up arrangements for the current Committee.

**OREC Manager
Head of Board
Administration**

The Committee agreed that all decisions about research which had been reviewed since January 2006 should stand but that no further submissions should be reviewed.

DECIDED:

- (i) That the OREC Manager write to the paediatricians as agreed
- (ii) That the Head of Board Administration contact the Medical Director accordingly.

**OREC Manager
Head of Board
Administration**

21. DATE OF NEXT MEETING

The next meeting of the NHS Greater Glasgow and Clyde Research Ethics Governance Committee would be held on Wednesday, 17 January 2007 at 3.00 p.m. in Dalian House, St Vincent Street, Glasgow.