APPENDIX 8

NHS Greater Glasgow and Clyde

Research Ethics Governance Committee

Constitution

1. Terms of Reference

The NHS Greater Glasgow and Clyde Research Ethics Governance Committee is appointed by Greater Glasgow and Clyde NHS Board to oversee all of the Board's responsibilities for the establishment, support, training and monitoring of all NHS Local Research Ethics Committees (LRECS) within its geographical boundary as defined in Scottish Executive Health Department Governance Arrangements for NHS Research Ethics Committees in Scotland (2001) and any subsequent Guidance issued.

The Committee shall oversee and monitor the functions of the Local Research Ethics Committees within NHS Greater Glasgow and Clyde with a view to leading to the harmonisation of procedures and the formation of a common set of criteria for considering ethical applications.

2. Functions

The Committee shall be responsible for the oversight of all matters pertaining to the proper functioning of all Local Research Ethics Committees in Greater Glasgow and Clyde.

The Committee shall act for the Board in ensuring that its Local Research Ethics Committees are provided with the requisite training and education required to undertake their functions effectively.

The Committee shall act for the Board in ensuring that Members of all Local Research Ethics Committees in Greater Glasgow and Clyde are properly indemnified in the discharge of their duties.

The Committee shall receive from all Local Research Ethics Committees in Greater Glasgow and Clyde annual reports and these Local Research Ethics Committees shall report to the NHS Greater Glasgow and Clyde Ethics Committee any issues requiring its attention.

The Committee shall be a central repository for reports and good practice and advise all Local Research Ethics Committees in Greater Glasgow and Clyde of identified unethical practice etc.

3. Membership

Membership of the Committee shall consist of four Non Executive Members of the Board, one of whom, shall act as its Chair, the Board's Director of Public Health and the Board’s Medical Director. The Director of Public Health and the Medical Director should name a deputy to act on their behalf should it prove impossible for them to attend a meeting.

The Committee shall have the power to co-opt or invite attendance of any person whom it considers to be of assistance in its deliberations.

4. Quorum

The quorum for meetings of the Committee shall be the Chair or designated deputy and two other Members.

5. Number of Meetings

The Committee shall meet at least twice per annum.

6. Administrative Arrangements

The Head of Board Administration (or authorised nominee) shall undertake the functions of Secretary to the Committee.

7. Standing Orders

The Board's Standing Orders, so far as applicable and otherwise specified, shall be the rules and regulations for the proceedings of the NHS Greater Glasgow and Clyde Research Ethics Governance Committee.

Approved – April 2007
Reviewed – April 2008