

## **Research Ethics Sub-Committee 08 March 2017**

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### **Summary of Proceedings**

*Then forty ninth meeting of the Research Ethics Sub-Committee was held at 1400 on 08 March 2017. Papers for the meeting are available on the research Ethics Sub-Committee webpage: <http://www.leedsbeckett.ac.uk/partners/academic-governance/research-ethics-sub-committee/> The Research Ethics Sub-Committee's proceedings are summarized below. Full minutes will be published on the website once they have been approved by the Sub-Committee at its next meeting on 17 May 2017.*

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### **2015/16 Research Ethics Audit outcomes**

- (a) The Sub-Committee received the report of the Research Ethics Audit for 2015/16 from the Faculty of Business & Law and agreed that research ethics had been managed by the Faculty and that practice was compliant with the University regulations. It was noted that all four reports from the former faculties had been received and considered by the Sub-Committee and that it had been agreed that research ethics had been managed effectively by all four faculties. It was confirmed that any recommendations arising out of the action plans from the four faculties would be circulated to the Deans of the Schools that were formerly under the auspices of each of the former faculties.

### **Management of Research Ethics at School level**

- (b) At the last meeting of the Research Ethics Sub-Committee on 07 December 2016 approval was given to the nine out of the thirteen Schools' proposals for how they would be managing research ethics following the dissolution of the Faculty Research Ethics Committees. The Sub-Committee agreed that the School of Computing, Creative Technology & Engineering would be asked to provide further details concerning their proposed approach and the remaining Schools that had not submitted any proposals: The Carnegie School of Sport; the School of Social Sciences; and the School of Art, Architecture & Design would present them at the next meeting of the Sub-Committee.
- (c) The proposals for the four outstanding Schools proposals were considered and the Sub-Committee approved the proposed arrangements for the Carnegie School of Sport; the School of Social Sciences; and the School of Art, Architecture & Design. The Sub-Committee agreed that the Chair would hold further discussions with the Dean of the School of Computing, Creative Technology & Engineering as there remained some further detail that was required concerning the approval of risk level 3 category research in the School. The Sub-Committee authorised the Chair to take Chair's action concerning the approval of School's arrangements.

### **PREVENT update**

- (d) It was confirmed that since the last meeting of the Sub-Committee there had been six instances of the PREVENT question being completed so that a positive response was recorded in the online system. Of the six instances, four had been erroneous, and two

had been approved as low risk. It was also noted that so far the only instances of the PREVENT question being completed had been in connection with student research projects and that no staff projects had identified their research as falling into the categories set out in the system.

### **Research Ethics Policy**

- (e) The Sub-Committee considered a proposal for revisions to the University's Research Ethics Policy. Subject to one minor amendment, the Sub-Committee recommended that the Research & Enterprise Committee approve the proposed revisions to the University's Research Ethics Policy with effect from 01 August 2017.

### **Update from the Short Life Working Group (SLWG): Review and development of research ethics procedures.**

- (f) Initial work has been carried out for review of the Research Ethics Procedures and benchmarking had been undertaken against other comparator institutions in the sector as well as an initial consideration of how our current procedures compared with sector guidance issued by Universities UK (UUK), the Research Councils UK (RCUK) and the UK Research Integrity Office (UKRIO), the Association of Research Ethics Committees (AREC) and the Economic & Social Research Council (ESRC). The SLWG would be meeting on 27 March 2017 to discuss progress and carry out further review work.
- (g) It was expected that the review of the Procedures would be completed by the beginning of May 2017 with proposals for a revised version to be presented to the meeting of the Sub-Committee on 17 May 2017 followed by final consideration by the Research & Enterprise Committee on 15 June 2017.

### **Research Ethics Audit process 2016/17**

- (h) The Sub-Committee received a proposal for a revised process for the research ethics audit to be followed by each School in 2016/17. The report provided an overview of why an audit process is required and provided the timescales to be adhered to and the report template to be used. It was noted that the revisions to the process mainly concerned the move from a Faculty to a School based University structure and the remainder of the process was the same as previous audits. It was noted that the Schools would need to ensure that their final audit reports would need to be considered by their School Academic Committees at the start of the 2017/18 academic year before being considered by the Research Ethics Sub-Committee in October 2017.

### **Away-day for the management of ethics in the University**

- (i) Planning was underway for the away-day and the Sub-Committee's external member, Dr Niall Scott had agreed to present a session on Research Ethics in the University sector. The away day would also provide an opportunity for a wider group of colleagues from across the University to feed into the review of the research ethics procedures.