



Conservatoires UK Research Ethics Committee Monday 27th September (2:00pm-4:00pm)

Please note: these minutes are edited by the CUK REC Administrator for public sharing and offer an overview of the discussions but do not contain details of individual contributions to the meeting. For further information, please contact the Administrator of the CUK REC, Dr Joe Parslow, on ethics@cssd.ac.uk

Present:

Stephen Farrier (Chair)
Joe Parslow (Administrator)
James Lea (JL)
Rosie Perkins (RP)
Keith Phillips (KP) - ECR
John Habron (JH)
Maia Mackney (MM) - ECR
Cara Houghton (CN) (CUKSN Chair)
Christopher Dingle (CD)
Neta Spiro (NS)
Jane Ginsborg (JG)

1.1 Membership and Apologies

Apologies received from:

Emma Redding (ER)
Alistair MacDonald (AM)
Pamela Lidiard (PM)

The Chair suggested an edit to the Terms of Reference, taking out the minimum term of service for ECR members. Members approved.

1.2 Minutes of Last Meeting

The Chair reviewed the minutes and actions. Members had no comments or additions.

1.2.1 Public Minutes *to discuss*

The Chair proposed publishing minutes of the CUK REC meetings on the CUK Website [these minutes]. Members noted that the minutes for the website should be anonymised to ensure open discussion within meetings. The Administrator proposed producing full minutes for review by CUK REC and the CUK Research and Knowledge Exchange Forum, and anonymised minutes for the CUK website as a trial to be reviewed at the next CUK REC meeting.

1.3 Matters Arising not discussed elsewhere

No Matters Arising.

1.4 Verbal Report from CUK Research Forum (ER/Chair)

The Chair reported key discussions at the CUK Research Forum including support for small and specialist institutions, the impact of the REF on researchers' workloads and the possibilities of research beyond COVID-19. The CUK Research Forum had questions about how and why applications for ethical review would be sent to CUK REC for approval rather than be dealt with by intuitional RECs, which members discussed.

1.5 CUK REC Annual Report *to discuss*

The Chair introduced the CUK Annual Report drafted by the Chair and the Administrator, noting it as a requirement of institutional commitments to the Concordat to Support Research Integrity. The Chair noted that this document sets out themes and areas for engagement in the coming year. Members approved the report.

1.6 Current Ethics Data *to receive*

The Committee reviewed data surrounding applications for ethical review for the year 2020-2021, particularly looking at the number of applications requiring resubmission and being returned to researchers with comments for consideration. The Administrator noted that much of the feedback given to applications for ethical review surround issues of informed consent.

On Member suggestions, the feedback provided by Members in future to be split into Recommendations (for the researcher to consider) and Requirements (that require resubmission for approval).

1.7 Research Ethics Training *to discuss*

Three strands of potential training were identified by members:

- Internally organised discursive training for CUK REC members.
- Wider discursive and other training for REC Chairs led by those from outside CUK REC.
- Wider training for researcher active staff members in CUK institutions

The Chair questioned where funding for this would come from and it was suggested to take this to the CUK Research and Knowledge Exchange Forum.

1.8 CUK REC Website *to discuss*

The Administrator obtained permission from the Committee to explore alternative options of organising and presenting the website.

1.9 Register of Expertise *to discuss*

Members agreed for a list of generalised expertise of Members to be added to the CUK Website. Therefore, any requests for advice and support could be mediated by the Administrator.

1.10 Discussion Item: Current Issues for Research Ethics and Integrity

1.10.1 Ethical Funding Sources *to discuss*

The Chair asked whether institutions have statements about ethical sources of funding, or members had any advice or source that would be useful to support ethical guidance on complex funding sources. Members requested more time to explore this and discuss at a future meeting.

1.10.2 Informed Consent/Assent *to discuss*

Due to key Members not being present, this item was postponed until the following meeting.

1.10.3 Independent Researchers and Retrospective Approvals

In discussions of specific applications for ethical review, members explored the possibility of retrospective ethical approval. Members noted that it was against fundamental issues in research ethics and research itself and should not be given as formal option, but recognised specific moments where this might be possible for Members to offer advice and support to researchers. The Chair proposed that the CUK REC cannot give retrospective ethical approval and this should be indicated on the CUK REC website.

1.11 Any Other Business

No AOBs noted.

1.12 Date of Next Meeting: 17th January 2022 (2pm-4pm)