

THE UNIVERSITY OF LEEDS

University Research Ethics Committee

Faculty of Medicine and Health Research Ethics Committee

**School of Healthcare Research Ethics Committee (SHREC)**

**Terms of reference 2019-2020**

1. To consider applications for ethical review from University staff and students which include research with significant ethical dimensions, in particular those involving human subjects; data pertaining to human subjects; and research with the potential for an adverse impact upon the physical environment. The FMH FREC has delegated the review of such proposals to the FMH School Research Ethics Committees (School RECs).
2. To protect the dignity, rights and welfare of research participants and to consider the safety of the researcher(s).
3. To ensure that ethics review is independent, competent and timely.
4. To work with applicants to ensure that research is conducted ethically.
5. To promote awareness and understanding of ethical issues in research throughout the Institutes covered by the School of Healthcare Research Ethics Committee.
6. To provide advice on any ethical matters relating to research that are referred to it from within the School.
7. To audit research which received ethical approval to ensure compliance with ethical practices.
8. Where necessary, to withdraw or suspend approval of a research project due to serious concerns regarding its ethical aspects.
9. To refer matters of complexity or sensitivity to the FMH FREC for advice or assessment.
10. To report to the FMH FREC on an annual basis.
11. The School of Healthcare Research Ethics Committee will meet most months and on an ad hoc basis as necessary.
12. The Committee shall have the power to co-opt such additional members as are necessary for the conduct of its business.
13. Applications which come within the remit of the NHS Health Research Authority Research Ethics Committees, or Home Office regulated research, are not within the remit of this Committee.

## **School REC membership**

1. The School of Healthcare Research Ethics Committee will be chaired by a nominee of the Head(s) of School(s), with appropriate experience.
2. Where the School is responsible for research ethics within more than one Institute, the chairperson and vice-chairperson should normally be from different Institutes.
3. The other members should be nominated to reflect the range of Institutes, constituent Centres or Academic Units covered by the School REC.
4. All members shall normally hold office for a term of three years, and be eligible for reappointment thereafter.
5. The Committees shall, in addition, have the power to co-opt such additional members as are necessary for the conduct of its business.

## **SHREC membership, as of 22 October 2019**

Mrs Helen Convey – in the Chair  
Ms Amy Hunter – Deputy Chair

### *Ex-Officio Members*

Dr Janet Hirst (Head of School)  
Professor Carl Thompson (Director of Research and Innovation)  
Dr Janet Holt Senior Lecturer (Chair of FREC)

### *Members*

Dr Helen Atherton (Lecturer, Adult Nursing)  
Dr Philip Esterhuizen Lecturer, Adult Nursing  
Mrs Kirsten Huby (Lecturer, Paediatric Nursing)  
Dr Jim Jolly (Lecturer, Adult Nursing)  
Ms Alison Malecki-Ketchell (Lecturer, Adult Nursing)  
Dr Gillian Proctor (Lecturer, Counselling & Psychotherapy)  
Dr Maria Horne (Associate Professor, Adult Nursing)  
Dr Syed Tabish R. Zaidi (Associate Professor, Medicines Optimisation)

### *PG Student Representatives*

Mrs Kathryn (Kat) Chater  
Ms Lucy Hall  
Ms Laurie Cave

### *Co-opted Members*

Dr Joan Maclean (Senior Lecturer (Masters Dissertation (5152M) Module Leader))  
Dr Susan O'Meara (Lecturer, Adult Nursing (Masters Dissertation (5272M) Module Leader))

### *NHS REC liaison (if available)*

### *Committee Administrator*

Mrs Rachel de Souza (Research Ethics and Governance Administrator, The Secretariat)