



## Research Governance Committee

Thursday 2<sup>nd</sup> July 2020 at 10:00am

### Minutes

#### **Present members:**

Professor David Price (Chair); Professor Lynn Ang; Ms Wendy Appleby; Mr Jeremy Barraud; Dr Helene Burningham; Mr Andrew Cooper; Professor Alison Fuller; Professor Michael Heinrich; Ms Rowena Lamb; Professor Catherine Law; Mr Robert Maughan; Dr Nick McNally; Professor David Shanks; Professor Cheryl Thomas; Dr Kathryn Walsh; Professor Ian Zachary

#### **Apologies:**

Dr Matthew Blain  
Professor Janet Darbyshire CBE  
Dr Ivana Drobnjak  
Dr Sarah Edwards  
Mr Jim Onyemenam

#### **Officer:**

Ms Rachel Port

### **Part I: Preliminary Business**

#### **15. Declaration of Interests**

15.1. No interests were declared.

#### **16. Minutes**

16.1. RGC approved the minutes of the meeting held on 26<sup>th</sup> November 2019 [Minutes 1-14, 2019-20].

#### **17. Matters Arising**

17.1. Exempt from publication, please see confidential minutes.

## **Part II: Items for Discussion**

### **18. Information Security Update (Paper 3-24)**

18.1. Exempt from publication, please see confidential minutes.

### **19. Chair's Business**

19.1 The Chair reported the following items to RGC:

- a. The second scheduled meeting of RGC was due to take place on 17<sup>th</sup> March 2020 but was cancelled as UCL went into lockdown in light of the outbreak of Covid-19 on the same day.
- b. It was considered that RGC needed to be maintained in UCL's current Crisis Management Structure, that had been set up to deal with the impact of Covid-19 on UCL's activities, to ensure UCL was properly governed in the area of research governance.

### **20. Research Operations Committee – Update Report (Paper 3-25)**

20.1. Exempt from publication, please see confidential minutes.

### **21. Research Integrity – Update Report**

21.1. Exempt from publication, please see confidential minutes.

### **22. Research Policy – Update Report (Paper 3-26)**

22.1. Exempt from publication, please see confidential minutes.

### **23. Research Ethics Governance (Paper 3-27)**

23.1. Exempt from publication, please see confidential minutes.

### **24. UCL Research Misconduct Procedure – Update Report (Paper 3-28)**

24.1. Exempt from publication, please see confidential minutes.

**25. Proposed revisions to the UCL Research Misconduct Procedure**

25.1. Exempt from publication, please see confidential minutes.

**Part III: Other Business for Approval or Information**

**26. Report from UCL Research Ethics and Governance Committees (Papers 3-30, 3-31, 3-32)**

26.1. RGC received the following reports:

- a. Update report on UCL Animal Welfare and Ethical Review Bodies.
- b. Report on Research Governance activities at GOSH and ICH.
- c. Update report on any matters of interest contained in the minutes submitted to the RGC Secretary since the last meeting.

**27. UCL Disclosure of Conflicts and Declarations of Interest – Policy and Training Update**

27.1. Under 'Any Other Business', the Director of Knowledge Exchange Policy and Practice noted:

- a. The revised policy was approved by Council in June and could be found at: <https://www.ucl.ac.uk/enterprise/about/governance-and-policies/ucl-disclosure-conflict-and-declaration-interest-policy>.
- b. Work was being undertaken to build the associated online system in MyHR.
- c. The external training provider Marshalls had been engaged to take the training requirements forward.
- d. A campaign was being planned for launch in September to communicate the revised policy to staff.

**28. Dates of Next Meetings**

28.1. The dates for RGC meetings in 2020-21 session were as follows:

- Thursday 26<sup>th</sup> November 2020, 10:00am
- Tuesday 16<sup>th</sup> March 2021, 10:00am
- Tuesday 29<sup>th</sup> June 2021, 10:00am.

Research Governance Committee Minutes – 2 July 2020

Ms Rachel Port  
Secretary to Research Governance Committee  
September 2020