

UNIVERSITY OF HERTFORDSHIRE HIGHER EDUCATION CORPORATION

ETHICS COMMITTEE FOR STUDIES INVOLVING HUMAN PARTICIPANTS

MEETING TO BE HELD ON WEDNESDAY, 27 APRIL 2022 FROM 14:00 HOURS IN THE WOBURN ROOM, MACLAURIN BUILDING AND VIA MS TEAMS - [Click here to join the meeting](#)

AGENDA

Please note the venue/time for this meeting and take the papers as read

Item No.	Item	Pages	Confidential (Y/N)	Lead
1	Apologies			Chair
2	New declarations of interest, if any			Chair
3	Membership - To receive an update on vacancies in Categories 3 and 4.		N	Chair
4	Minutes of previous meeting - 2 February 2022 - To confirm and sign the minutes.		Y	Chair
MATTERS ARISING (NOT TAKEN ELSEWHERE)				
5	Children and profiling - To receive and consider amendments to the following FAQs: <ul style="list-style-type: none"> - Data Protection Impact Assessment (DPIA) - When do I need to complete one? - I plan to use children in my study, what do I need to consider? 		Y	Clerk
6	Storage of electronic data - To receive an update.		Y	Dr Ian Willcock
7	DPIA - Updated checklist and template - To note updated checklist and template.	Verbal Report	-	Abi Tomlinson
8	Ethics management system - To note the forthcoming demonstration of an ethics management system - Infonetica: https://www.infonetica.net/ethics-rm/	Verbal Report	-	Chair
MATTERS ARISING FROM MINUTES				
9	Vulnerable adults who may lack capacity to provide consent, Minutes 19 & 20, 2 Feb 2022, refers - To receive an update.	Verbal Report	-	Dr Rosemary Godbold

10	Children and consent, Minute 21, 2 Feb 2022, refers - To receive an update.	Verbal Report	-	Dr Rosemary Godbold
11	UH Lone Worker Policy, Minute 23, 2 Feb 2022, refers - To receive an update.	Verbal Report	-	Monica Kanwar
12	Ethics pages on StudyNet, Minute 22.2, 2 Feb 2022, refers - To receive an update.	Verbal Report	-	Chair
OTHER MATTERS				
13	Risk - To consider any risks inherent in the matters dealt with by the Committee during the meeting but not discussed when the item concerned was taken.		Y	Chair
14	People development - To identify any matters for referral to the Learning and Organisational Development Facilitation and Support Team Manager, Jill Lees, concerning matters relating to People Development.		Y	Chair
15	Clerk's report - To note the Clerk's report.		Y	n/a
16	Emergency business - (Admissible only with the consent of the Chair given prior to the meeting).			

The next meeting of the Ethics Committee for Studies Involving Human Participants will be held on Wednesday, 2 November 2022 from 14:00 hours in the Woburn Room - MacLaurin/MS Teams.