

**Date:** 8<sup>th</sup> March 2022

**Location:** Videoconference by Zoom

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### Minutes of the Meeting

#### HRCDC Attendance

Name
Brigid McManus
Evelyn Mahon
Alyson Bailey
Claire Collins
Kathy Brickell
Kevin Clarke
Sheelah Connolly
Aideen Hartney
John Ferguson
Simon Furney
Dan Rea
Zubair Kabir
Cornelius Cooney
Mary Tumelty
Barry Lyons
Emily Vereker (Secretariat)
Jonny Barrett (Secretariat)
Caroline Byrne (Secretariat)

#### Quorum for Decisions

YES

#### Meeting Items

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**1. Opening**

The Chair opened the meeting and welcomed the members.

**2. Apologies**

Barry O' Sullivan, John Woods

**3. Disclosure of Interest**

There were no disclosures of interest for this meeting.

**4. Minutes of the last meeting**

Draft minutes of 25<sup>th</sup> January 2022 were circulated in advance of the meeting and were approved by the HRCDC.

**5. HRCDC applications**

There were no applications for consideration at this meeting.

**6. HRCDC Annual Activities Report 2021**

- The Chair and Emily Vereker (EV) introduced the draft 2021 HRCDC Annual Activities Report, to be submitted to the Minister for Health by March 31<sup>st</sup>, as per Regulation 12 of the Health Research Regulations.

- The draft report was circulated to the HRCDC in advance of the meeting and the Chair invited the members to provide their comments and feedback.
- It was discussed that the report captured the work undertaken by the HRCDC and Secretariat in 2021. It was queried if the report will note that HRCDC meetings continued to be held remotely in 2021, in line with public health guidance. The Secretariat confirmed that this is noted in the report.
- Following the discussion, the 2021 HRCDC Annual Activities Report was approved in principle by the HRCDC. Members were invited to provide any further comments they had on the draft report to the Secretariat following the meeting. It was noted that the finalised report will be circulated to the HRCDC by the Secretariat, for final approval.
- The Chair and the HRCDC thanked the Secretariat for the work carried out in producing the 2021 Annual Activities Report.

## 7. Annual Reviews

The Secretariat has received 4 Annual Reviews in advance of the meeting which were deemed satisfactory:

- Ref ID: 19-013-AF2 (Maeve Rooney, Irish Omega-3 Study)
- Ref ID: 19-031-AF2 (Jochen Prehn & Deborah McNamara, Bowel Disease Bio-Resource Development)
- Ref ID: 20-008-AF1-COV (Ana Rakovac, Clinical, laboratory and radiological characteristics as predictors of outcome in patients with COVID-19)
- Ref ID: 20-023-AF1-COV (Julie Regan, DISCOVER Study)

## 8. Activities report

- The Secretariat provided a report on its activities to the HRCDC in advance of the meeting.
- The HRCDC was provided with a copy of the Health Research Charities Ireland's 2022 Position Paper 'Using data for better health research' (<https://hrci.ie/hrcis-2022-position-paper-using-data-for-better-health-research/>).
- The HRCDC were informed of the following upcoming events that maybe of interest:
  - 'Use of patient records and data - health and social care improvement & delivery, innovation priorities, patient involvement & trust, and harnessing the NHS App'; Westminster Health Forum, 29<sup>th</sup> April 2022 (<https://www.westminsterforumprojects.co.uk/conference/Patient-Records-22>)
  - 'Let patients be your guide: optimizing trial design with participant input before, during and after your study'; National University of Ireland Galway, 10th March 2022 ([https://nuigalway-ie.zoom.us/webinar/register/WN\\_qlr5heYRqizTvwz0lcKEQ](https://nuigalway-ie.zoom.us/webinar/register/WN_qlr5heYRqizTvwz0lcKEQ)).
- It was noted that other events of interest will be circulated to the HRCDC, by the Secretariat.

## 9. Any Other Business

- The Chair updated the members regarding the membership of the HRCDC and upcoming expiration of the first 3-year term. The Chair informed the HRCDC that the Department of Health has been contacted regarding nine Committee members who have indicated their willingness to be reappointed to the HRCDC for a second term of office, should the Minister wish to do so. It was discussed that their first term is due to expire in advance of the next HRCDC meeting scheduled for 12<sup>th</sup> April 2022.

- It was noted that the Chair's correspondence on this matter has been received by the Department and that a formal reply will be issued in advance of the expiration of the member's first term of office.
- The Chair also informed the HRCDC that two Committee members, Kevin Clarke (KC) and John Ferguson (JF), are not available for reappointment for a second term. The Chair thanked KC and JF for their commitment and contribution to the HRCDC over the last three years and wished them well for the future. It was noted that the Secretariat will be in contact with the Committee regarding the appointment of a new Freedom of Information internal reviewer to replace KC, who was acting in this capacity.
- The HRCDC were informed that the Statement of Understanding and the Data Processing Agreement between the HRCDC, the Health Research Board and the Department of Health have been finalised.
- EV provided an update on the development of the HSE National Consent Policy, currently under revision. It was noted that this Policy is at the final stages of revision by the steering group.
- The Chair confirmed that 10<sup>th</sup> May 2022 HRCDC meeting will be held in-person at the offices of the Health Research Board. It was noted that the Secretariat are working to organise a speaker for this meeting on the topic of public interest and consent.
- The Secretariat informed the HRCDC that no new applications have been submitted for HRCDC consideration, to date in 2022. Of the small number of AF2 applications that remain on record, it was noted that some of these applications are expected to be validated for consideration at the next HRCDC meeting, subject to receiving responses from the Applicant.
- The HRCDC were reminded that the next HRCDC meeting is scheduled for 12<sup>th</sup> April 2022.

**\*\*The Chair closed the meeting\*\***