



QA proposals for the hearing committees

1. Observe 1 public hearing of each committee.

This will:

- i. Help IRB members assess how the panel functions on a practical basis, i.e.
 - Review the quality of the papers and the nature of the matters discussed
 - The appropriateness of the venue/technology
 - Assess the support provided by PS staff/legal assessor
- ii. Observe the interaction between the member and the process, how we deal with unrepresented members, any witness, those who are vulnerable etc
- iii. Allow the observation of the chair and members in open session. There are questions in the feedback form about the chair and members, if they appear engaged and how the chair conducts the hearing etc.

It may be appropriate for the Appeal Committee, Review Committee and Disciplinary Committee, that the observation is undertaken by the IRB members who are also members of RACAC as the chair and vice chair of the Appeal Committee and Review Committee are recent RACAC appointments, and RACAC also appointed the Disciplinary Committee tribunal lay chairs.

2. Attendance of representatives from the IRB at the Appeal Committee/Disciplinary Committee AGM which is being planned for summer 2022, after being postponed last year due to COVID.
3. The Disciplinary Committee chair to observe a sample of panel deliberations (as suggested by the Chief Officer at the October 2021 IRB meeting) last year, with feedback being provided to the IRB. This is subject to the Disciplinary Committee chair having the capacity to carry out what would be a new obligation, which would have to be ascertained before putting this proposal into effect.
4. Direct feedback from the Review Committee/Appeal Committee chairs and vice chairs at the IRB QA meeting. Invitations could also be extended to a small number of the Disciplinary Committee tribunal lay chairs.
5. Collection of data on:
 - a. Number of hearings
 - b. Nature of matters
 - c. Matters concluded
 - d. Number of adjournments
 - e. Outcomes/findings