

Agenda Items:

Meeting:	Animal Welfare and Ethical Review Body (AWERB)		
Date:	27 July 2022	Time:	13:30 – 16.30
Location:	Microsoft Teams		
Members present:	AWERB Chair / Named Information Officer (NIO) Deputy Chair Named Animal Care and Welfare Officer (NACWO) Named Veterinary Surgeon (NVS) Deputy NVS Chair of Biomedical Research Facility (BRF) User Forum NASPA Chair Personal licence (PIL) holder representative One member with relevant research experience Independent, external lay member		
In attendance:	Research Integrity and Governance (RIGO) officers x2, AWERB Secretary, Member of Comms Team		
Minutes:	RIGO Officers		
Acronyms	AWERB – Animal Welfare and Ethical Review Body BRF – Biomedical Research Facility ECR – Early Career Researcher FEO – Favourable Ethical Opinion HOLC – Home Office Liaison Contact NASPA - Non-Animal in Scientific Procedures Act NACWO – Named Animal Care and Welfare Officer NEER – Non-Establishment Ethics Review NIO – Named Information Officer NVS – Named Veterinary Surgeon PILh – Personal Licence (holder) PPLh – Project Licence (holder) PELh – Establishment Licence (holder) RIGC – Research Integrity and Governance Committee RIGO – Research Integrity and Governance Office SAGE-AR – Self-Assessment for Governance and Ethics – Animal Research URIC – University Research and Innovation Committee		

Item #		Action
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<p>1.</p>	<p>Welcome and Apologies The Chair of AWERB welcomed all committee members.</p> <p>Apologies received from: Establishment Licence Holder, member with research experience, Head of RIGO.</p> <p>Chair formally acknowledged the contribution of RIGO officer who is leaving the university and welcomed two new RIGO Officers.</p>	<p>Apologies for absence to be sent to Chair in advance of meetings. (ALL)</p>
<p>2.</p>	<p>Approval of minutes and Update on actions from previous meeting Minutes of the previous AWERB meeting (held on 25/5/22) were circulated before the meeting. Will be recirculated for final approval and upload to BRF website.</p> <ul style="list-style-type: none"> • Correction: NEER officer to be removed from attendee list <p>Action log An update was provided on ongoing and completed actions (items references from previous minutes as per action log).</p> <p>4. New Self-Assessment for Governance and Ethics in Animal Research (SAGE-AR) platform/ NASPA and NEER processes – Meetings ongoing to discuss update of forms.. A few people have used the new forms and feedback has been sought. Web pages require revision to be consistent with updates.</p> <p>6iv. Review of NEER processes which are now being brought back into the AWERB. Further guidance for NEER process, to be discussed at future AWERB meeting.</p> <p>4i. Development of Induction pack for AWERB members. To be discussed as separate agenda item.</p> <p>2. Minutes made available to public - March minutes recirculated. Chair stated that FOI request received for minutes from last 5 years and highlighted inconsistencies between level of transparency between information given in redacted FOI documents, AWERB minutes on BRF website and Home Office site. FOI office recommend redacting keywords and titles, but these are present in minutes and on Home Office and BRF websites. Points raised in discussions: - No personal or identifiable data in minutes to avoid redactions. Only latest minutes on BRF website are in format ready to release, older minutes require redaction. If PPL non-technical summary is on Home Office website, University should take same approach. Reason to remove identifiers is to protect researchers and those sitting on committees. Aim should be easy to find accurate information, and as open as we can be. Suggestion to highlight which sections of application form will be published – non-technical summary on license. NASPA details currently not published. Outcomes: 1) representative from FOI Office to speak to group, 2) ensure no names included in minutes and reminder not to include names in reports.</p>	<p>Minutes from 25/5/22 to be circulated as final version (RIGO Officer)</p> <p>Minutes from 25/5/22 to be uploaded to BRF website (NACWO)</p> <p>Ongoing (RIGO and AWERB Chair)</p>

<p>4i. NC3Rs self-assessment tool: carried forward. Related update that Concordat was submitted on time and will be uploaded to Sharepoint.</p> <p>7 ASRU audit requirements - meeting monthly and progressing actions.</p> <p>7iii Animal database for BRF – slow progress, ongoing.</p> <p>8. Concordat – discussed previously.</p> <p>3. NTCO – simulator model, rodent not standard model and could incur significant cost if bespoke for our needs. Further research needed. Carry forward to next meeting</p> <p>3 BRF – NC3Rs 3Rs group self-assessment tool – Feedback given to NC3Rs. Larger groups in BRF forum to be reminded to try self-assessment tool.</p> <p>4 – PPL amendment – given FEO and approved by Home Office.</p> <p>Experience of PPL applicant with ASRU processes. To be shared later in meeting</p> <p>6i – Animal policy to be discussed as separate agenda item</p> <p>7ii – report to be presented later in meeting</p> <p>3a Spectral imaging – no requests to use. Suggest company invited to User Group meeting to present capability of equipment. Also for OCT machine.</p> <p>Also present to Faculty meetings to raise profile of facilities available. Faculty newsletter may be way to progress this. Strategic Comms/Business Partner to action.</p> <p>Raise profile of BRF and available equipment at school and faculty level would be helpful. Suggestion to create a facilities tab on the BRF website.</p> <p>3b Zebrafish facilities – going ahead. Will be in BRF, by next summer/early autumn. CL3 facility now not going ahead. CL2 space being rearranged to accommodate both mice and rabbits. CL3 – keen to look at additional containment but no longer urgent. Need additional rooms which can operate in containment – flexibility to have more than 2 people working at the same time. Keep under discussion report at 6 monthly updates.</p> <p>3c SC18 report – no update since last meeting.</p> <p>3e enrichment work – separate agenda item</p> <p>3f AWERB Sharepoint updated. Can be closed. Thank you</p> <p>3f feedback – separate agenda item.</p> <p>3g – NASPA meeting schedule – in report.</p>	<p>Concordat to be uploaded to Sharepoint (BRF manager)</p> <p>Table at next User Group Meeting (User Group Chair)</p> <p>Arrange session on equipment at next user forum (User Forum Chair)</p> <p>Arrange articles in faculty newsletters (Comms Team)</p> <p>BRF updated reported to AWERB at least twice a year (BRF Manager)</p>
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	<p>4 Retrospective review forms – please share any forms for capturing useful information.</p> <p>8 Doctoral College training for PGRs – under discussion. Human ethics training delivered by RIGO, but not specifically animal research. Member with research experience to forward PGR pack. Needs animal ethics elements..</p>	<p>Discussions ongoing (AWERB Chair/RIGO/Doctoral College/Researcher)</p>
<p>3.</p>	<p>Discussion: papers from Named Persons, NASPA Chair, NEER Officer</p> <p>Reports submitted ahead of meeting and shared with AWERB members via Sharepoint site. All members to review reports prior to meeting.</p> <p>a. PELh’s Report PELh absent. No report presented.</p> <p>b. NACWO team Video presented showing positive reinforcement training for oral gavage with egg custard. (see NVS report). Mice are only species in unit: 7 breeding cages: 3 (GM) breeding line = 7 breeding pairs of non-harmful genotype 12 stock cages (non-harmful GM) for sleep projects 6 non-procedure stock cages (WT)- animals to be sampled post-mortem 20 procedural cages (WT)-oncology</p> <p>c. NVS Report on experiment involving twice daily oral gavage in mice. Researcher could not be persuaded to use training for voluntary dosing rather than oral gavage. Discussion followed. Consensus that cost is not acceptable reason to refuse refined technique as there is a requirement to use most refined methods available. An external company saying it won’t work is not sufficient. What is the most refined method for this particular experiment? Is surgery and mini-pump better than repeated gavage? License will need to be amended to include mini-pump if this is more refined. These discussions need to be had when PPL application is reviewed by AWERB. Discuss further under 3R strategy item. Policy needs to be backed up with funding and staff time to give tangible benefit to researchers and animals. Extending to other species needs to be balanced with not causing additional stress.</p> <p>d. NIO Report presented detailing training and meeting opportunities. Highlighted information and links to information about germ-free mice and their housing and husbandry, in light of PPL amendment tabled for later in meeting.</p>	<p>Read Named Persons reports before next AWERB meeting (ALL)</p>

	<p>Paper on simulators in veterinary teaching circulated to Vet School.</p> <p>e. NTCO</p> <ul style="list-style-type: none"> • Report presented. Training commenced for oral gavage study. • NACWO attended FELASA meeting. <p>f. HOLC</p> <ul style="list-style-type: none"> • Paper presented. • PPL pro-active SC18 request granted to keep animals alive • PPL amendment granted (oncology study) • Expired PPL return completed (oncology study) • FOI request answered. • HOLTIF meeting attend 07/07/2022 <p>g. NASPA Chair</p> <p>Paper presented. One application, 3 amendments.</p> <p>One study includes buying in wild-type mice for schedule 1. Consider level of scrutiny these types of projects have - will be discussed at NASPA meeting. FOI requested schedule 1 numbers, which aren't currently reported.</p> <p>In terms of ethics, study uses aged animals that are not regulated under ASPA. Chair to discuss with applicant why NASPA route followed when PPL held. Will this be captured on new SAGE-AR? Chair to discuss with researcher offline and report back.</p> <p>Reported back on discussion on veterinary practice / veterinary research. RCVS have updated their guidance, link provided in report.</p> <p>Vet School partner conference – RCVS presented on lines between clinical research and Veterinary Surgeons Act. To ask if slides can be made available.</p> <p>UEC ethics guide updates made.</p> <p>NASPA TOR – meetings every 2 months. Job Descriptions reviewed.</p> <p>AWERB Workload tariff increased from 40 to 60hrs per year.</p> <p>h. NEER Officer</p> <p>No NEER activity. Nothing to report.</p> <p>i. User forum Chair</p> <p>Report presented.</p> <p>PPL application templates uploaded on teams.</p> <p>User forum presentation of PPL timeline. Home Office feedback to be sent to AWERB as learning opportunity and to give best advice to future applicants.</p>	<p>Discuss schedule 1 of WT mice with Researcher, and route for review. (Chair, to report back next meeting)</p> <p>Slides to be shared with AWERB (NASPA Chair to circulate to all)</p> <p>PPL applicant to share feedback with AWERB</p>
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<p>4.</p>	<p>Culture of Care & Application of the 3Rs</p> <p>NACWO Presentation from Andrew Blake Tribute award winner outlining her work on environmental enrichment. Work has been presented at conferences and as posters.</p> <p><i>Title: Exploring environment enrichment as a tool for assessing cognitive degeneration in ageing mice.</i></p> <p>Food-based enrichment not preferred in ageing mice. Investigating alternatives:</p> <ul style="list-style-type: none"> Treat wrapped in paper Cheerio covered in cupcake case Toys Scented and unscented chews Nesting material <p>In mice of 11mths, 3 age groups, 4 lines. Scored interaction</p> <p>Foraging and nesting preferred across all age groups Level of interaction decreased with age.</p> <p>Cybb mice had lower levels of interaction – potential for this to be developed as means to assess cognitive function in Cybb mice. Enrichment programme implemented in BRF, preference testing of nesting materials. Looking for novel enrichment ideas. Enrichment tailored for individual lines of mice.</p> <p>Pilot study on scented chew sticks – members to feedback. Needs quantitative study.</p> <p>Positive feedback on enrichment research and animal welfare within unit given by AWERB.</p> <p>Committee discussions on potential for 3rd year student projects to expand enrichment and welfare research. Discussion over security/logistics and competence of students working in BRF as previously only data analysis projects performed. If funding in place, 3Rs research could be done in house, with potential to expand good practice to students.</p> <ul style="list-style-type: none"> • Induction pack not discussed – please email feedback • Named person role description, not discussed, please email feedback. 	<p>Members to feedback on potential to develop this work into student research.</p>
<p>5</p>	<p>Comfort Break</p>	
<p>6</p>	<p>Project license amendment</p> <p>PPLh gave short presentation on amendment to “Sleep and brain plasticity across the lifespan” (PP0204823)</p> <p>Questions/discussions on:</p> <ul style="list-style-type: none"> • Animal numbers - concern that original numbers were incorrect and recognition that this would affect original 	

	<p>harm-benefit assessment. AWERB identified opportunity for training in calculating animal numbers, particularly for breeding and maintaining GA lines.</p> <ul style="list-style-type: none"> • Protocol 4 animal numbers: queries over origin and (low number) of animals for breeding . Applicant to revisit numbers with BRF team and statistician and confirm. • Protocol needs to be clearer on establishment and maintenance of genetic lines. • Use of males/females in different parts of licence. MRC expects both sexes to be used. Variation in females will not be accepted as justification. Review with collaborator. • Inconsistent description on males / females in PPL. Subset of females look for phenotype so not using three different levels of microbiota disruption. • Should genetic disruption be simplified to mild, medium, moderate. Applicant to discuss with collaborator. • Housing/germ-free environment – queries raised over equipment available and how surgery will be performed under germ-free conditions. Further clarification needed. • Colitis prone mouse lines – scoring sheets useful, but risks animals exceeding severity and therefore breaching limit of license. Suggest wording reviewed to avoid issues with severe categorisation. • Chair stated insufficient information is available for decision and requested additional extraordinary AWERB meeting with PPLh and collaborator if amendment needs to progress prior to next AWERB. No vote taken. Detailed feedback will be sent to applicant. 	<p>Post meeting actions: AWERB chair will share all feedback and requires PPLh to address issues with relevant personnel. Additional AWERB meeting will be organised as necessary (AWERB Chair)</p>
7	<p>Management & Operational processes relating to Welfare</p> <ul style="list-style-type: none"> • 3Rs strategy to be circulated by email • Animal Policy to be circulated by email. 	<p>Review and input 3Rs Strategy and Animal Policy via Padlet link (AWERB Chair to circulate, ALL to action)</p>
	<p>Chair thanked everybody for their contributions and closed the meeting.</p>	

Next AWERB Committee Meeting

15 September 2022 Training session in morning, followed by lunch. Shortened meeting in afternoon	Location sent by email.
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