

<b>Meeting:</b>	<b>Animal Welfare and Ethical Review Body (AWERB)</b>		
<b>Date:</b>	12 January 2023	<b>Time:</b>	13:30 – 16.30
<b>Location:</b>	University of surrey meeting room		
<b>Members present:</b>	AWERB Chair / Named Information Officer (NIO) Deputy Chair BRF Manager Head of RIGO Named Veterinary Surgeon (NVS) Chair of BRF User Forum NASPA Chair NEER Officer BRF Technician Statistician Academic staff member with relevant research experience x 2 ELH Independent, external lay member		
<b>In attendance:</b>	Research Integrity and Governance (RIGO) officer, AWERB Secretary, FHMS Administrator, Researcher		
<b>Minutes:</b>	AWERB Secretary		
<b>Acronyms</b>	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
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Agenda Items:

Item		Action #
1.	<p><b>Welcome and Apologies</b></p> <p>Apologies received from: Named Animal Care and Welfare Officer (NACWO), Member of Comms Team</p> <p>Chair welcomed all members and Establishment Licence (holder) introductions were made</p>	Apologies for absence to be sent to Chair in advance of meetings. <b>(ALL)</b>
2.	<p><b>Approval of minutes and Update on actions from previous meeting</b></p> <p>Minutes of the previous AWERB meeting (held on 24/11/22) were circulated for final approval and approved during this meeting. It was agreed that the action log will be removed from the official Minutes published on BRF website.</p> <p><b>Action log</b></p> <p>An update was provided on ongoing and completed actions (items references from previous minutes as per action log).</p> <p><b>2/22</b> Retrospective review PPL7007495 PPL holder has submitted amended version of the retrospective review; comments to be received before end of January</p> <p><b>3/22</b> Deadline for comments to DRAFT minutes to be sent by 01/12/22</p> <p><b>4/22</b> NASPA and NEER processes in SAGE_AR; NASPA form has been reviewed and final version is to be agreed</p> <p><b>5/22</b> NEER forms and communication, update to be provided during March AWERB meeting</p> <p><b>6/22</b> Raising awareness of ethical review required at Faculty/University levels – Chair had brief discussion with new PELh – potential contacts for co-ordinating communication were shared</p> <p><b>8/22</b> BRF manager to add statement that 14 months of AWERB Minutes are available on website, any older minutes will be available on request</p> <p><b>9/22</b> ASRU Audit action log review, ongoing item. Chair requested additional thought on how to report on AWERB metrics</p> <p><b>10/22</b> Development of Animal Policy-update on next meeting</p> <p><b>11/22</b> Boundary between ASPA and the Veterinary Surgeons Act- action to explore if guidelines are possible to aid future project review, 25/5/2022 item 2.15: NASPA Chair to attended to sub-committee, nothing to report</p>	<p>Pending</p> <p>Completed</p> <p>Pending</p> <p>Carried forward</p> <p>Pending</p> <p>Completed</p> <p>Carried forward</p> <p>Carried forward</p> <p>Completed</p>

	<p><b>12/22</b> Update on spectral imaging equipment use/plans. User forum chair organised session on equipment at user forum &amp; Comms team to help raise profile of facilities. No one is currently using it in the Unit, so it is crucial to continue rising awareness.</p> <p><b>13/22</b> Link to Doctoral College for animal ethics info/training -Chair to join working group and follow progress with EPGM modules, no further update as no meetings have happened</p> <p><b>14/22</b> 3Rs strategy ideas and areas for developing 3 Rs champions to present at this meeting</p> <p><b>15/22</b> Review of document to counter Animal rights Activists to be discussed at this meeting</p> <p><b>16/22</b> Chair to explore outreach with local schools to educate younger people on animal research-no further update, NEER officer offered assistance</p> <p><b>17/22</b> Culture of Care and Application of 3Rs summary of a short-term and long-term goals to be presented at this meeting</p> <p><b>18/22</b> ASRU Audit activities Processes to be followed when a new species is to be brought into the facility, an update to be provided at March meeting</p>	<p><b>Carried Forward</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Completed</b></p> <p><b>Carried forward</b></p> <p><b>Completed</b></p> <p><b>Carried Forward</b></p>
3.	<p><b>AWERB Committee application summary</b></p> <p>NASPA Chair presented a summary of 2022 AWERB review activities. The presentation document was shared with the committee during the meeting and is available on the Share Point.</p> <p>90% of 2020/2021 applications originated from staff in FHMS. It was noted that further education on the ethical review processes is needed across all Faculties. Also, the intention to bid form used across the faculties need to be streamlined as a question to capture animal activity is not used in all versions used across the university. It was agreed that capturing the full extent of animal research was important; reasons relate to possibility of conducting SAGE-AR audits, and to enable streamlining of the whole ethical review process. It would be interesting to know how the numbers and types of applications at Surrey compared with other Veterinary Schools.</p>	<p><b>1/23</b> Streamlining Intention to Bid Form across Faculties</p>
4.	<p><b>Remarks from establishment licence holder (PELh)</b></p> <p>The new PELh thanked the committee on putting constant effort on improving the review processes and awareness around animal research activities.</p>	

<p>6.</p>	<p><b>Review of external-facing animal information documents for use at University Open Days</b></p> <p>The Chair of AWERB started the discussion by presenting a slide with examples of posters/ banners displayed by protesters at recent University Open Days.</p> <p>The BRF manager presented a draft 'Open Day' Leaflet which was designed to inform about animal research activities taking place at University of Surrey.</p> <p>The committee has questioned whether this leaflet should focus on addressing facts or seek to counter potential claims? It was agreed it should be designed with informing students/parents/local community. It was recommended that this leaflet should be short, factual and use positive (rather than negative) statements to inform interested parties.</p> <p>The guidance document created to provide information to staff/students working on Open Days to inform them how to deal with animal rights protests at University of Surrey was considered unnecessary and instead members felt that focus should be put on improving/updating University webpages where individuals can find out information.</p> <p>Both the revised leaflet and webpage communications will be reviewed at the next meeting. It was agreed that it would be beneficial to ensure input from the University communication team representative.</p>	<p><b>2/23</b> – leaflet to be revised/ <b>Lay member</b></p> <p><b>3/23</b> Webpages update / <b>AWERB Chair &amp; communication /marketing representative</b></p>
<p>7.</p>	<p><b>Project Licence 4-year review P66872B4D</b></p> <p>The PPL holder joined the meeting and provided a summary of the overall purpose of the 'Nox enzymes in aging bladder dysfunction' PPL. The overall aim of this collaborative project was to investigate the role of Nox and ROS in regulating bladder function, and how mechanisms of Nox activation in aging bladders lead to dysfunction. Outcomes include new knowledge (e.g. identification of key pathological processes and Nox subtypes in aging-associated bladder dysfunction) and discovery of novel therapeutic targets that may lead to better treatment of bladder diseases in the elderly.</p> <p>The researcher was thanked for providing their review and a summary of their achievements. They were commended for using enrichments suggested by BRF unit staff as this was positive for the animals. The committee would like more detail of the enrichment activities used during the licence.</p> <p>The researcher confirmed they would like to apply for a new licence related to this work.</p> <p>Committee members requested a few more specific details highlighting what was achieved from the studies, and also that more details around enrichment activities were added so there were properly captured.</p>	<p><b>4/23</b> Letter to be sent to PPLh / <b>AWERB Chair</b></p>
<p>8.</p>	<p><b>Culture of Care &amp; Application of the 3Rs</b> <b>Follow up on 3Rs strategy brainstorming session</b></p>	

	<p>Committee members present documents outlining plans for Reduction, Refinement and Replacement.</p> <p>Replacement objectives:</p> <ul style="list-style-type: none"> <li>to assess the state of the art for <i>in silico</i> approaches relevant to animal research performed by staff at the University</li> <li>complete a 'mapping exercise' to link <i>in silico</i> research expertise to scientists who perform <i>in vivo</i> studies</li> </ul> <p>Reduction objectives:</p> <ul style="list-style-type: none"> <li>to identify research practices currently in use by research teams at University of Surrey that can be modified</li> <li>to create a research environment that promotes a sufficient level of expertise</li> </ul> <p>Refinement objectives:</p> <ul style="list-style-type: none"> <li>To optimise the housing conditions of research animals</li> <li>To implement pain assessment scoring sheets</li> <li>To implement a training program to minimize any distress</li> <li>To establish a training programme for research animals that could be rehomed</li> </ul> <p>Some discussion occurred around each 'R' with areas for revision/refining identified. Each R should include some short and longer-term goals, along with consideration of resource requirements and measures of success. All 3R's champions to work together to put together a single document.</p>	<p><b>5/23</b> Production of draft 3Rs strategy document / <b>All 3Rs champions</b></p>
9	<p>Discussion of papers submitted by:</p> <ul style="list-style-type: none"> <li>NACWO team</li> <li>NVS</li> <li>NIO</li> <li>NTCO</li> <li>HOLC</li> <li>NASPA Chair</li> <li>NEER Officer</li> <li>User forum Chair</li> </ul> <p>Detailed reports were provided prior to the meeting and available to the committee. Major ethical/welfare notifications are summarised below:</p> <p>NACWO: Two new (non Germ-Free) lines were imported from outside the UK since the last AWERB meeting.</p> <p>NVS: A SC18 form was submitted for an animal found dead on the 21<sup>st</sup> of November under PPL PBE74785E: an immunodeficient mouse induced with a subcutaneous prostate cancer was FD approximately 72h after the second intratumoral treatment. The histopathology report revealed some liver lesions which <i>may</i> be related with the procedure. The BRF team and the NVS are reviewing practices and procedures to eliminate any potential procedure-related concerns.</p>	

	<p>NIO: Noted award of an NC3Rs/BBSRC grant entitled “Developing a next generation <i>in vitro</i> 3D immune organoids system for studying vaccine-induced immune response and immune-ageing across the life-course”.</p> <p>NTCO: none reported</p> <p>HOLC: an existing project licence does not have a Personal Licence holder representative. The HOLC request the opinion of the committee about this practice going forward. It was agreed PIL needs to be appointed. HOLC is to impose timeline for this to happen.</p> <p>NASPA: none reported</p> <p>NEER officer: one NEER application will be sent out for review this January.</p> <p>User Forum Chair: no meetings have been held since last AWERB. Upcoming meeting will include information about equipment held across the University that may be of interest to the community.</p>	<p><b>6/23 PIL status / HOLC to report</b></p>
<p>10.</p>	<p><b>Any other Business</b></p> <p>N/A</p>	
	<p>Chair thanked everybody for their contributions and closed the meeting.</p>	

**Next AWERB Committee Meeting**

<p>07 March 13:30-16:30</p>	<p>Microsoft Teams</p>
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