

<b>Meeting:</b>	<b>Animal Welfare and Ethical Review Body (AWERB)</b>		
<b>Date:</b>	24 November 2022	<b>Time:</b>	09:30 – 12.30
<b>Location:</b>	TEAMS		
<b>Members present:</b>	AWERB Chair / Named Information Officer (NIO) Deputy Chair BRF Manager BRF Technician Head of RIGO Named Veterinary Surgeon (NVS) NASPA Chair NEER Officer BRF Technician Statistician Lay member x2 ELH Independent, external lay member		
<b>In attendance:</b>	Research Integrity and Governance (RIGO) officer, AWERB Secretary, Member of Comms Team, Veterinary Medicine Student from Bristol University		
<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>            The Chair of AWERB welcomed all committee members.</p> <p>Apologies received from: Named Animal Care and Welfare Officer (NACWO), Chair of Biomedical Research Facility (BRF) User Forum, and Deputy NVS.</p> <p>Chair welcomed and introduced a Veterinary Medicine Student from Bristol University who have joined today's meeting as an observer interested in animal ethics.</p>	<p><b>22/1</b> Apologies for absence to be sent to Chair in advance of meetings. <b>(ALL)</b></p>
2.	<p><b>Retrospective review PPL7007495</b>            The Deputy Chair thanked the PPL holder for submitting the review form prior to the meeting.</p> <p>A discussion on actual vs proposed severity took place. Licence severity was moderate, but not all animals showed the same extent of disease when infected and these were reported as a lower actual severity classification. Under reduction, the use of insect larvae as an alternative host was discussed, with the Deputy Chair sharing knowledge of technical details related to oral infection, which may further improve the applicability of the model. It was noted that work on this Licence supported studies in several different aspects of host-pathogen interactions.</p> <p>Questions were also raised around refinement activities. BRF staff sought to improve the lived experience of the animals when not on protocol. Activities centred on use of novel foraging items (ie hiding food in feeding toys) and introducing play time for the animals. Findings from these activities have been shared with RSPCA for use as training material and were reported in Annual report of the RSPCA/UFAW Rodent and Rabbit Welfare group meeting (2018)  <a href="https://science.rspca.org.uk/documents/1494935/0/ATWAugust2019-+Report+of+the+2018+RSPCAUFAW+Meeting.pdf/da0219ca-a9db-318b-cac6-7a39c58db12d?t=1571999865546">https://science.rspca.org.uk/documents/1494935/0/ATWAugust2019-+Report+of+the+2018+RSPCAUFAW+Meeting.pdf/da0219ca-a9db-318b-cac6-7a39c58db12d?t=1571999865546</a>).</p> <p>The PPL holder stated that a formal Retrospective Review of the licence would be submitted to the Home Office. It was confirmed that retrospective reviews are made public by the Home Office, otherwise project reviews are held on the internal AWERB sharepoint site. PPL holder will revise text in line with suggestions and submit an updated version for AWERB records as well as the completed online ASPEL form.</p>	<p><b>22/2</b> The PPL holder to resubmit amended version of the retrospective review</p>

<p>3.</p>	<p><b>Approval of minutes and Update on actions from previous meeting</b>          Minutes of the previous AWERB meeting (held 16/9/22) were circulated for final approval. Point 2.8 to be rephrased to explain link to doctoral college. Any additional comments on September minutes to be submitted by 1/12/22, final draft will be circulated for approval, document to be finalised by 8/12/22 and uploaded to BRF website.</p> <p><b>Action log</b>          An update was provided on ongoing and completed actions (items references from previous minutes as per action log).</p> <p><b>4.</b> NASPA and NEER processes in SAGE_AR; NASPA form review, ongoing item, Webpage/ethics communication group-met 26/9/22; SAGE-AR form revisions - met on 11/10/22</p> <p><b>6iv.</b> NEER forms and communication- NEER communications (emails/letters) have been provisionally reviewed by AWERB chair/NEER officer. Intention to bid form is not NEER relevant. Remaining documents to be brought to full committee at future meeting.</p> <p><b>6v.</b> Raising awareness of ethical review required at Faculty/University levels, Carried forward with new PELh Chair, NEER Officer and NASPA Chair to co-ordinate activities</p> <p><b>2.</b> AWERB minutes (uploaded to BRF website) *Standing item* May and July minutes circulated. BRF manager to add statement that 14 months of AWERB Minutes are available on website, any older minutes can be available on request</p> <p><b>4i.</b> 3Rs strategy brainstorming session to collate ideas; action complete. Forward planning in today's meeting (new action added).</p> <p><b>7.</b> ASRU Audit action log review, ongoing item. Items related to AWERB metrics and new species carried forward to 24/11/2022</p> <p><b>7iii</b> Purchase of animal database –process ongoing, no update</p> <p><b>4.</b> – PPL amendment – PPL amendment (PP7099312 given FEO (23/3/2022) and formally approved by HO (15/6/2022); capture of feedback linked to 3i below.</p> <p><b>6i.</b> – Development of Animal Policy</p> <p><b>7ii.</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 take to sub-committee and report back</p> <p><b>3a.</b> Update on spectral imaging equipment use/plans. User forum chair to organise session on equipment at next user forum &amp; Comms team to help raise profile of facilities etc.</p> <p><b>3c.</b> Update on SC18 report in oncology study (drug analysis) – Company has stopped responding to enquires about this.</p>	<p><b>22/3</b> Deadline for comments to DRAFT minutes 1/12/22 <b>(ALL)</b></p> <p><b>22/4</b> Ongoing item <b>RIGO/NASPA Chair/AWERB Chair</b></p> <p><b>22/5</b> NEER officer to provide update during March AWERB meeting</p> <p><b>22/6</b> AWERB <b>Chair/All</b></p> <p><b>22/7</b> ALL/NACWO</p> <p><b>22/8</b> BRF manager</p> <p><b>Action closed</b></p> <p><b>22/9</b> AWERB <b>Chair/BRF manager/User forum Chair</b></p> <p><b>Action closed</b></p> <p><b>22/10</b> AWERB Chair</p> <p><b>22/11</b> NVS/NASPA <b>Chair</b></p> <p><b>22/12</b> User Forum <b>Chair / BRF manager</b></p> <p><b>Action closed</b></p>
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	<p><b>3g.</b> Meeting schedule and membership updates, Meetings scheduled; membership on-going recruitment to continue.</p> <p><b>8.</b> Link to Doctoral College for animal ethics info/training -Chair to contact Doctoral College to provide input on animal ethics info/training to highlight what happens to animal work related ethics process. The Chair of RIGO informed that EPGM training modules will be purchased soon, this will include ethics and integrity training modules to improve research culture.</p> <p><b>2.</b> BRF to update webpages with NTS-complete, action closed. BRF manager mentioned that there is a reoccurring issue of personal information being included in project licences' applications.</p> <p><b>3g.</b> Query over Schedule 1 vs PPL-acquired aged animals, PPLh contacted; discussion took place.</p> <p><b>3g.</b> RCVS clinical research / Veterinary Surgeons Act slides to be circulated- Slides and handout available on SharePoint (AWERB training folder).</p> <p><b>3i.</b> HO feedback to AWERB on PPL amendment PP7099312 None received.</p> <p><b>5.</b> Collation of 3Rs strategy ideas &amp; areas for development- item on November meeting agenda</p>	<p><b>Action closed</b></p> <p><b>22/13 AWERB Chair</b> to join working group on progress with EPGM modules</p> <p><b>Action closed</b></p> <p><b>Action closed</b></p> <p><b>Action closed</b></p> <p><b>Action closed</b></p> <p><b>22/14 All Update on Nov meeting</b></p>
4.	<p><b>Chair's action approvals of minor amendments</b></p> <p>PP0344017 project licence amendment was reviewed and approved by Chair's action however further changes may now be made following a visit by the PPLh to another facility where this type of work is carried out. It is likely that an updated amendment will be submitted.</p> <p>PP7099312 minor amendment was approved by Chair's action.</p>	
5.	<p><b>Summary of discussion of papers submitted by:</b></p> <p><b>a. NVS Report</b></p> <p>Concern raised of impact on twice daily oral gavage procedures on mice after some animals had to be culled early. Animals showed signs of poor welfare (piloerection, less active, less interaction with cage mates, body weight loss). Samples from 4 animals revealed histopathological lesions of the oesophagus, likely related to gavage procedure. The BRF team will develop a training plan for mice, so oral gavage can be replaced by voluntary ingestion dosing in future experiments. Researchers were supportive of this change.</p> <p>The BRF technician and NVS visited another germfree facility to learn about husbandry and handling processes.</p>	<p>Read Named Persons reports available on SharePoint site before next AWERB meeting <b>(ALL)</b></p>

	<p>Undergraduate students are completing their final year research projects on environmental enrichment in the BRF.</p> <p><b>b. NACWO team</b></p> <p>Concerns about oral gavage experiment as reported by NVS. Isolators for germfree (GF) work have been delivered. Import paperwork in progress for non-GF mice.</p> <p><b>c. NIO</b></p> <p>NIO-led meetings with PPLhs to discuss 'alternatives search' strategy remains on-going. NIO highlighted some relevant papers and upcoming meetings including links to the NC3Rs New Resource page (<a href="https://nc3rs.org.uk/3rs-resources">https://nc3rs.org.uk/3rs-resources</a>).</p> <p><b>d. NTCO</b></p> <p>NTCO attended Zebrafish Husbandry Association European meeting and visited another Zebrafish Facility with EFCS project manager to gain better understanding of requirements. Visits to germfree facilities have also taken place.</p> <p><b>e. HOLC</b></p> <p>One PPL amendment granted since last AWERB meeting. All PILs have been reviewed, with those no longer required, cancelled. HOLC attended HOLTIF (HOLC forum); Home Office in-person visits have been reinstated.</p> <p><b>f. NASPA Chair</b></p> <p>NASPA Applications:</p> <ul style="list-style-type: none"> <li>NASPA-2122-11-Bat detection, camera trapping, small mammal trapping and pitfalls</li> </ul> <p>NASPA Amendments:</p> <ul style="list-style-type: none"> <li>NERA-1920-003 Amend 3 -The role of the microbiome and circulating endothelial cells in the pathobiology of cutaneous renal glomerular vasculopathy (CRGV)</li> </ul> <p>At the NASPA Meeting (14<sup>th</sup> September), the committee reviewed the Standard Operating Procedure for use of dogs in teaching; minor amends were suggested. Committee also discussed considerations related to wildlife &amp; ecology-based research; a BETA version of the SAGE-AR form is currently in development to include/capture welfare and ethical concerns related to this type of study. The committee aims to develop closer links with the Vet School's Animal Resource Group with a meeting scheduled to discuss how we can work closer together especially related to the ethics and welfare of animals used in teaching.</p> <p>There is on-going recruitment of new members to replace those who have served their 3-or 5-year term. One new member has now been recruited to the committee and several other individuals have expressed an interest.</p>	
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	<p><b>g. NEER Officer</b></p> <ul style="list-style-type: none"> <li>NEER application (OUT084) “Investigating the impact of altered NO-Redox dependent signalling in endothelial cells and macrophages” (reference OUT084). The review was shared with AWERB members for comments and given that no objections were raised to this application, the applicant has been informed that the proposed research aligns to our local values and the use of good practice in animal experimentation.</li> </ul> <p>Some wider views on the NEER process were shared, which should be part of a NEER specific discussion. Review of NEER processes and form scheduled for upcoming AWERB meeting. Wording of NEER communications have been preliminarily revised by the NEER officer and AWERB chair to better reflect expectations and position of the NEER process in AWERB.</p> <p><b>h. User forum Chair (individual not present)</b></p> <p>Two BRF Users’ group forums have been held (25<sup>th</sup> May 2022 and 10<sup>th</sup> October 2022). A discussion on experimental design using both sexes took place. Members felt it would be useful to invite the AWERB biostatistician to introduce statistical concepts and tools that may support analysis of both sexes in experimental designs.</p> <p>Members heard from a new research associate, who has previously studied peripheral pain pathways in animals. In their new project, they will examine how a microbial toxin interacts with pain pathways. A ‘showcase event’ highlighting equipment available in the BRF (i.e., OCT) has been deferred to the next User meeting.</p> <p>The Chair thanked all members for the reports. The Chair informed the committee about animal rights activists’ activity that took place at recent University Open Day events. In response, the BRF team have produced an information sheet and poster to help support students and staff assisting with Open Days. The document is available in the AWERB SharePoint. In addition, several members met with a concerned student to answer questions about animal research.</p>	<p>[22/5 NEER Officer]</p> <p>[22/12 User Forum Chair/ BRF manager]</p>
<p>6.</p>	<p><b>New establishment licence holder (PELh)</b></p> <p>The new establishment licence holder briefly joined the meeting to introduce themselves however due to a poor connection, this has been rescheduled to the next AWERB meeting.</p>	
<p>7.</p>	<p><b>Concordat report – mid year update and target setting</b></p> <p>BRF manager provided a mid-year update on activities relevant to the Concordat on Openness in Animal Research annual report. Activities performed include:</p> <ul style="list-style-type: none"> <li>BRF website updates to include severity/numbers and non-technical summary (NTS),</li> <li>Participation in a social media campaign highlighting use of animals in research (details available on AWERB SharePoint)</li> <li>Presentation at School of Veterinary Medicine Symposium</li> <li>Hosting staff members in BRF</li> </ul>	

	<ul style="list-style-type: none"> <li>Animal research information guidance documents in response to animal rights activists. Discussion on this item focused on wording of public-facing / staff posters. Documents will be brought for review at next meeting.</li> <li>Networking – there followed some discussion on how to make contact with local schools to inform younger people. Some schools have Medicine, Veterinary and Dentistry Societies, which could be approached.</li> </ul>	<p><b>22/15 ALL</b> review at next meeting</p> <p><b>22/16 Chair</b> to explore</p>
8.	<p><b>Culture of Care &amp; Application of the 3Rs</b>  <b>Follow up on 3Rs strategy brainstorming session</b></p> <p>Discussion summary from brain-storming session was shared with the committee. Ideas were divided into themes and champions nominated/volunteered for each:</p> <ul style="list-style-type: none"> <li>Reduction (Lead: Statistician + Scientist)- focus on experimental design and statistical analyses. Ideas include: in-house training for researchers; information portal on internal site; workshop/training event with invited speakers; collation of existing information.</li> <li>Refinement- (Lead: NVS) – focus on enrichment. Ideas include: supporting final year student projects on topic; information brochure on different enrichments; promoting use of Animal Welfare Assessment tool. Comment that focus should also be on refinement for procedures and not just housing.</li> <li>Replacement- (Lead: Scientist) – focus on theoretical and computational-based technologies. A starting point could be collation of existing information by performing a literature review on existing studies with potential help from undergraduate students.</li> </ul> <p>All champions are provide a summary of short term and long-term ambitions for each theme and present those at upcoming AWERB meeting.</p>	<p><b>22/17 3Rs champions</b> updates to be presented at next meeting</p>
10.	<p><b>ASRU Audit activities</b></p> <p>Chair shared short presentation that focused on two of the standard conditions:</p> <p>SC4 - Processes to be followed when a new species is to be brought into the facility.</p> <p>SC6 – AWERB metrics. Members asked to suggest ideas how to demonstrate effectiveness and impact of AWERB activity. One example could be sharing information on frequency of emails sent outside of meetings or if the meeting minutes were shared in timely manner. Any further ideas are welcome and to be sent to AWERB inbox.</p>	<p><b>22/18 BRF Manager</b> to provide update at March meeting</p>
11.	<p><b>Any other Business</b> N/A</p>	
	Chair thanked everybody for their contributions and closed the meeting.	

**Next AWERB Committee Meeting**

12th January 2023 13:30-16:30	In person, Stag Hill Campus
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