

Agenda Items:

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| Meeting: | Animal Welfare and Ethical Review Body (AWERB) | | |
| Date: | 07 March 2023 | Time: | 13:30 – 16.30 |
| Location: | Online/ Microsoft Teams | | |
| Members present: | AWERB Chair / Named Information Officer (NIO) Deputy Chair NACWO x2 Named Veterinary Surgeon (NVS) Deputy NVS Chair of BRF User Forum NASPA Chair NEER Officer Academic staff member with relevant research experience x 3 Independent, external lay member | | |
| In attendance: | Research Integrity and Governance (RIGO) officer, AWERB Secretary, Member of Comms Team, Deputy Chair of NASPA | | |
| Minutes: | AWERB Secretary | | |
| 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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| 1. | <p>Welcome and Apologies</p> <p>Apologies received from: Head of RIGO, Statistician, ELH, Named Animal Care and Welfare Officer (NACWO 3),</p> <p>Chair welcomed all members, including two visitors from another local AWERB; introductions were made.</p> | <p>Apologies for absence to be sent to Chair in advance of meetings. (ALL)</p> |
| 2. | <p>Approval of minutes and Update on actions from previous meeting</p> <p>Minutes of the previous AWERB meeting (held on 12/01/23) 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>Action log</p> <p>An update was provided on ongoing and completed actions (items references from previous minutes as per action log).</p> <p>2/22 Retrospective review PPL7007495 updated document submitted to ASPEL and awaiting HO approval.</p> <p>4/22 Progress was made in updating SAGE form, final version to made 'live' following checking/review.</p> <p>5/22 NEER forms and communication, update to be provided during this meeting, NEER officer to share the presentation with AWERB members.</p> <p>6/22 Rising awareness of ethical review, Chair met with identified personnel</p> <p>9/22 ASRU Audit action log review; members sent suggestions for AWERB metrics (SC4) & Chair updated Audit document for SC6, new action to be set -AWERB Chair to organise a meeting re ASRU Audit log and report on next meeting</p> <p>10/22 Development of Animal Policy, updates made, Chair to discuss further with a working sub-group, update to follow.</p> <p>13/22 Chair joined Open Research working group and is following on progress with Epigenum modules, the information is available to all staff via Doctoral College</p> <p>16/22 Co-ordination of local school outreach activities</p> <p>18/22 New species checklist to be shared by NACWO 1</p> <p>1/23 Ensuring animal use is included as part of 'Intention to Bid' process across <i>all</i> Faculties, FHMS form was updated; situation in other faculties needs checking (deputy chair)</p> <p>2/23 Review of external-facing animal information leaflet for use at University Open Days, review to take place at this meeting.</p> | <p>Complete</p> <p>On-going</p> <p>Complete</p> <p>Complete</p> <p>Complete</p> <p>Complete 7/23 AWERB Chair to meet with sub-group.</p> <p>Pending</p> <p>Complete</p> <p>Carried forward (May)</p> <p>Pending</p> <p>Pending</p> <p>Complete</p> |

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| | <p>3/23 Communication team involvement in generating information that is available to the public and staff (e.g. webpage)</p> <p>4/23 The summary of the discussion on Project Licence 4-year review P66872B4D was sent to PPL holder, awaiting response, AWERB Secretary to reach out to PPL holder.</p> <p>5/23 Production of draft 3Rs strategy document, in progress, champions met, and discussion is taking place update to be provided during this meeting.</p> <p>6/23 Update on PIL status requirement for PP0204823, the visa request for the individual has been delayed.</p> | <p>Carried forward</p> <p>Pending</p> <p>Pending</p> <p>Pending</p> |
| 3. | <p>Chair's Actions:</p> <p>Freedom of Information requests received:</p> <ul style="list-style-type: none"> FOI-23-031 (decapod use) FOI-23-033 (animal number/use, re-homing) <p>Both requests have been answered.</p> <p>Draft rehoming policy document to be reviewed.</p> <p>Chair's approvals:</p> <ul style="list-style-type: none"> Change of PPLh for PP7099312 Change to primary availability for PP2050582 <p>Both minor amendments were reviewed by the NVS, NACWO and the AWERB Chair</p> | <p>8/23 NVS to present the policy at May meeting</p> |
| 4. | <p>Discussion of papers submitted by:</p> <ul style="list-style-type: none"> NACWO team NVS NIO NTCO HOLC NASPA Chair NEER Officer User forum Chair <p>Detailed reports were provided prior to the meeting and available to the committee. Major ethical/welfare notifications are summarised below:</p> <p>NACWO: Colitis mouse line has become well established; 12 mice have now been euthanised due to reaching the load criteria under their PPL; tissues from some animals were collected but as some of these animals were the 'founding' animals of the colony, their microbiomes may not fully reflect their new environment.</p> <p>PPL Standard condition 18 Notification: NACWO/NVS provided overview of incident that occurred while animals were under anaesthesia for a surgical procedure, one mouse out of 10 developed</p> | |

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| | <p>damage to their ears. The condition of the ear deteriorated, and the animal was subsequently euthanised, but as this was not listed as an expected adverse effect, a SC18 report was submitted. Burn damage was suggested as most likely cause, but as this mouse was not sent to histopathology to confirm the cause of damage, members proposed that a standard procedure should be established when dealing with unexpected events. The heat pads used were replaced.</p> <p>NVS: no major ethical notification other than the 2 mentioned above.</p> <p>NIO: NIO provided detailed report, listing number of trainings and information resources, NACWO 2 to subscribe to Research Animal Training (RAT) and explore training options. Next AWERB Hub Workshop is taking place on the 20th of April: meeting will include discussion on forced swim test and retrospective assessment and culture of care, members who are interested to contact Chair.</p> <p>NTCO: No major ethical notifications. Other things to note, two NACWOs will be attending IAT congress at the end of March.</p> <p>HOLC: No major ethical notifications.</p> <p>NASPA Chair: NASPA recently appointed a Deputy Chair. No major ethical notifications.</p> <p>NEER Officer: Review on “Control of avian pathogenic Escherichia coli by non-antibiotic compounds inducing trained immunity of chicken macrophages” was finalised, after receiving comments from AWERB members the communication was sent to applicants.</p> <p>User Forum Chair: The BRF is working for the Zebrafish facility to be functional for new academic year. Concerns have been raised as to the procedures in place during the construction to minimise vibrations/noises and stress on animals housed nearby. Construction proposal/update to be brought to AWERB and User Forum for discussion.</p> | <p>9/23 NACWO to write/check SOP</p> <p>10/23 NACWO 2 to subscribe to Research Animal Training (RAT)</p> <p>11/23 NACWO 1 to provide update on the construction at the facility</p> |
| 5. | <p>Updates on external-facing animal communication items:</p> <ul style="list-style-type: none"> • Communications plan-moved to next meeting • Open Day leaflet-a feedback on the leaflet was provided by the External Lay Member. It was agreed a fold out leaflet format would be favourable. It was suggested that the information on the leaflet should be aligned with information on the AWERB Website which is yet still awaiting updating. The Chair of AWERB called out for volunteers within the committee to lead on a small working group focusing on developing the website. | <p>3/23 Member of Comms Team to provide update at next meeting. Working group to be established</p> |
| 6. | <p>Concordat on Openness on Animal Research:</p> <p>Home office Liaison contact and Named Information Officer from The Pirbright Institute gave presentation on the Openness within their Institute. The presentation was followed by questions from the</p> | |

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| | <p>committee. One of the questions was regarding animal suffering and if the institute is planning to upload information regarding levels of suffering or information on severity of some procedures since this is important for overall openness on animal use. It was noted that the Institute's approach to openness includes both internal and external aspect at the same level.</p> <p>Reflections on concordat planning/progress: NACWO 1 mentioned that to move forward with our concordat planning additional resources and support particularly from the communication team would be beneficial.</p> | |
| 7. | <p>Care of culture and application of the 3Rs</p> <p>3Rs champions reported they are working on integrating their work and creating a document. The champions are planning to meet monthly to continue with this project.</p> | <p>5/23 Draft document to be circulated before next meeting</p> |
| 8. | <p>NEER reflections</p> <p>NEER officer provided a presentation on ideas around NEER review process and explained the reasons for formal process. There is currently a challenge with capturing NEER activities, to be able to achieve that it would be beneficial to get additional resources/ support.</p> <p>This presentation will be shared with the committee to reflect on this subject further and the discussion around this will continue at next meeting.</p> | <p>12/23 NEER review discussions continued at next meeting</p> |
| 9. | <p>Ethics case examples for discussion:</p> <ul style="list-style-type: none"> Collecting oral swab sample in cattle- would this be a regulated procedure? <p>Conflicting opinions from NVSs. Discussion focused on how the swab will be collected, how will the animal be restrained, or where in mouth swab is taken. Recommendation to contact HO for opinion.</p> <ul style="list-style-type: none"> Is NASPA review required when excess samples from a Home Office licenced research project are being used? <p>Currently, the excess from samples collected as part of recognised veterinary practice under the Veterinary Surgeons Act can be used without a NASPA review. However, SAGE-AR process does not allow for excess from samples collected under an ASPA licence to be used without NASPA review. Should similar principles be applied? Members thought the use of excess samples from ASPA work should be encouraged not impeded.</p> <p>If the additional use of the tissue was planned, this would be regulated however if it was just spare at the end of the experiment, it would have to be justified, unless it was for post-mortem samples.</p> | <p>13/23 NACWO to seek HO opinion</p> <p>14/23 NASPA Chair/NEER officer to co-ordinate</p> |

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| | If the sample is from a project being carried out at Surrey, a collaboration between researchers is considered as good practice and no additional ethical review would be required. However, it would be beneficial to record this activity via NEER process. | |
| 10. | Updates on external-facing animal communication items <ul style="list-style-type: none"> School outreach- moved to next meeting | 16/22 discussion moved to next meeting due to lack of time |
| | Chair thanked everybody for their contributions and closed the meeting. | |

Next AWERB Committee Meeting

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| 11 th of May 2023 13:30-16:30 | Stag Hill Campus/Oak Suite 1 and 2 |
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