

Agenda Items:

Meeting:	Animal Welfare and Ethical Review Body (AWERB)		
Date:	04 July 2023	Time:	11:00 – 12.30
Location:	Teams		
Members present:	AWERB Chair / Named Information Officer (NIO) Deputy Chair Named Veterinary Surgeon (NVS) NACWO 2 Chair of BRF User Forum NASPA Chair Academic staff member with relevant research experience x2 Research Integrity and Governance (RIGO) officer Statistician PELh		
In attendance:	AWERB Secretary,		
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 #
1.	<p>Welcome and Apologies</p> <p>Apologies received from: Deputy NVS, NEER Officer, Independent, external lay member, Named Animal Care and Welfare Officer x2 (NACWO 1 and NACWO 3),</p> <p>Chair welcomed all members and explained that due to calendar clash with another faculty meeting, today's meeting will follow a different format and be shorter than usual.</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 11/05/23) will be circulated for final approval via email. The action log to be removed from the official Minutes published on BRF website.</p>	
3.	<p>Chairs' priority items.</p> <p>ASRU Facility audit</p> <p>HOLC stated that positive feedback from the HO was received following the ASRU facilities site visit. No issues, concerns or recommendations for improvement were raised and only two guidance statements were given: 1) to remove a location from the licence that has not been used in several years, and 2) to consider using an electronic database to track animal usage.</p> <p>Recent standard condition 18 reports</p> <p>NVS presented 3 standard condition 18 reports that were submitted in May. The incidents took place during a pilot project to establish an orthotopic model for prostate tumours. Surgery sites on three animals re-opened post-surgery, resulting in the animals being euthanised. The NVS supervised during the surgeries. An action plan has been created to avoid further issues: better surgical tools, mainly needle holders, will be purchased, improved monitoring during and post-surgery will be applied, as well as improved surgical and stitching technique. In this pilot study, 8 animals were used in total.</p> <p>BRF staff leaving</p> <p>The Chair and PELh formally thanked the BRF manager for his professional running of the BRF as he will be leaving the University over the summer. They highlighted his proactive and friendly manner, and noted his efforts to create and maintain an 'excellent' culture of care.</p>	
4.	<p>Discussion and approval of Rehoming policy</p>	

	<p>Application form for re-homing animal and UoS policy were reviewed. Animals no longer used in a study that are suitable for re-homing would go under a program of acclimatisation and would be available for adoption. Questions raised around where and how to advertise available animals. Whether this is done internally and externally will depend on number of animals available. How would we assess the suitability of new owners - additional questions should be added to the form regarding home environment / homeowner permission. The policy also needs to state that the animal becomes a new owner's sole responsibility after rehoming. BRF staff were considered best placed to communicate with potential new owners, but the AWERB would provide additional advice/input if requested.</p> <p>ACTION: The NVS will implement changes and updated documents will be shared with the committee for approval via email.</p>	<p>8/23 NVS to update and share rehoming documents</p>
5.	<p>Culture of care application of the 3 Rs</p> <p>Compassion fatigue information</p> <p>NIO shared information from a workshop on Compassion Fatigue. Compassion fatigue can lead to loss of compassion and empathy when caring for people or animals. Animal care staff and researchers have additional risk factors as they are often responsible for euthanizing animals as well as caring for them. The workshop provided information about how to implement a Compassion fatigue policy within an institute.</p> <p>ACTION: AWERB Chair to contact HR to raise awareness of compassion fatigue within animal care workers and researchers.</p> <p>3Rs strategy process update</p> <p>3Rs strategy champions continue to work on creating the word document, this will be finalised and shared with the committee before the September meeting.</p> <p>New species checklist</p> <p>The 'new species checklist' was created to help identify animal, staff and infrastructure requirements when new species are brought into the BRF. Document was approved</p>	<p>22/23 AWERB Chair to contact HR and share workshop documentation.</p> <p>5/23 3Rs strategy document to be shared with AWERB by September meeting</p>
6.	<p>Key points from Named Person reports:</p> <p>NACWO reported that there were no further cases of hydrocephalus in mice. Rate observed (%) was within range for wildtype animals.</p> <p>NASPA Chair reported that cadaver/biological material usage SOP document will be reviewed at upcoming NASPA committee meeting. The purpose of the SOP is to ensure that material is ethically sourced. Due to time pressures for document approval from the School of</p>	

	<p>Veterinary Medicine (VSM), two documents may be generated: one for Biosciences and one for VSM.</p> <p>User forum Chair reported interest from users regarding receiving regular updates on AWERB activities. It was agreed that the user forum Chair can share AWERB minutes during meetings and the AWERB Chair can feed back during the meeting when present.</p> <p>Detailed reports were provided prior to the meeting. Major ethical/welfare notifications are summarised above.</p>	
7.	<p>Any other business</p> <p>The AWERB Chair informed that some changes have been made to the University Animal webpages – searches related to animal use, will now be directed to the ‘front’ page which explains how and why we use animals in research. The webpages will continue to be improved to ensure transparency and clarity around our use of animals.</p>	
	<p>Chair thanked everybody for their contributions and closed the meeting.</p>	

Next AWERB Committee Meeting

7 th Sept 2023 1:30-4:30pm	In-person
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