

## Agenda Items:

Meeting:	Animal Welfare and Ethical Review Body (AWERB)		
Date:	09 January 2024	Time:	13:30 - 16:30
Location:	Stag Hill Campus University of Surrey		
Members present:	AWERB Chair / Named Information Officer (NIO) Deputy Chair Named Veterinary Surgeon (NVS) NACWO Chair of BRF User Forum NASPA Chair PELh, Statistician NEER Officer Independent, external lay member		
In attendance	Academic staff member with relevant research experience. PELH AWERB Secretary, PPL holder x2		
Minutes:			
Acronyms	AWERB Secretary         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)         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.	Welcome and Apologies Apologies received from: Communication's team representative, academic member with relevant research experience.	Apologies for absence to be sent to Chair in advance of meetings. <b>(ALL)</b>
2.	Introduction to new PELh	
	Chair welcomed and introduced the new PELh; all attending AWERB committee members introduced themselves.	
3.	End of year summary	
	The Chairs of AWERB, NASPA and NEER officer gave a presentation summarising all animal-related activities that happened in 2023. The new PELh thanked the committee for all the work over the last year.	
4.	Approval of minutes and Update on actions from previous meeting	
	Minutes of the previous AWERB meeting (held on 10/11/23) were circulated and approved.	
	<b>4/22 &amp; 26/23</b> AWERB Chair has collated all feedback and agreed final version of revised SAGE-AR; it will be made live as soon as possible.	Complete
	<b>3/23</b> AWERB Chair will continue to work on the beta version of the webpages and provide update at next meeting.	3/23 AWERB Chair
	<b>5/23 &amp; 25/23</b> Draft 3Rs strategy document to be converted to word document and shared with AWERB and User group members for feedback/input.	5/23 AWERB Chair /All 3Rs champions
	<b>8/23</b> Rehoming policy document - Chair to give document final read before sharing.	8/23 AWERB Chair
	<b>15/23</b> UK legislation training module/site for Schedule 1 users, draft document created awaiting finalising.	15/23 NVS/NACWO
	<b>24/23</b> SAGE-AR Historic data storage, NASPA Chair to discuss technical aspects with RIGO IT Team. Update at next meeting.	24/23 NASPA Chair
5.	Key points from Named Person reports: NVS reported that following surgery on 2 mice, one had to be euthanised. Pathology report was suggestive of accidental injection into urethra instead of prostate. Committee discussed ways to reduce errors.	1/24 AWERB Chair
	ACTION: PPLh will be contacted by Chair.	
	NACWO reported no new activity or concerns.	
	<b>NTCO/HOLC</b> New team members have been undergoing training & sign off on competencies. PPL P6682B4D expired on 18th December,	



	however, no animals were used in past year. ACTION: AWERB Chair to	
	contact the PPL holder for end of Licence review	2/24 AWERB Chair
	<b>NIO</b> provided a written report listing papers and topics of interest.	
	NASPA Chair reported zebrafish SOP were approved and reviewed recently by the NASPA committee. ACTION: NASPA Chair to share document with AWERB.	
	ACTION. NASPA Chair to share document with AWERB.	3/24 NASPA Chair
	<b>NEER Officer</b> one new NEER application was submitted and is currently under review.	
	<b>User forum Chair</b> – no meetings have taken place since last AWERB; next meeting is scheduled for 22 <sup>nd</sup> of January.	
6.	Project Licence activities a) Minor amendments by Chair's action Minor amendment to PP0344017 was approved by Chair's action. Changes were to improve clarity following experiential findings, including a refinement to use a 'thickness gauge' rather than callipers when measuring foot swelling. None affected severity, animal numbers or substantiate purpose.	
	b) 2-year Project Licence reviews	
	• PP8648098 This project licence mid-term review was submitted to the committee prior to the meeting. No work has commenced on the Licence; the committee requested additional information as to why this was the case.	
	ACTION: Chair to send formal request for information	4/24 AWERB Chair
	• PP7099312	
	The mid term review was presented by the PPLh and main researcher both of whom joined the meeting in person. The objectives and progress on the project were clearly described. Committee members asked:	
	Q1. Have there been any refinements introduced? It would be good to include more information in the form. <i>The main researcher agreed to provide this</i> .	
	Q2. Going forward, has consideration been given to changing the severity from moderate to severe due to cumulative suffering? <i>Our license severity limit is moderate. Only 16.5% of mice reach this level, with most (81.4%) mice experiencing mild levels. HO has agreed with this severity level being applied.</i> The following edits/clarifications were requested:	
	<ol> <li>Please list any groups/institutes that you are aware of that use the tumour slice model.</li> <li>Please state number of citations (on a specified date) for the</li> </ol>	
	<ol> <li>Please state number of citations (on a specified date) for the two papers.</li> <li>In the section entitled "Have there been any 3Rs relevant developments and/or introductions? Please split out each of the 3Rs and add in a few lines about any refinement (e.g. in clinical scoring?) or reduction e.g. (impacts from imaging?) activities/outputs from the last two years.</li> </ol>	



Next AWI	ERB Committee Meeting	
	Chair thanked everybody for their contributions and closed the meeting.	
8.	Any other business N/A	
	Item will be moved to March AWERB meeting.	
7.	<ul> <li>Forward planning         <ul> <li>NC3Rs self-assessment</li> <li>Training                 <ul> <li>Training records of Named persons</li> <li>Training Day</li> <li>Concordat report (May/June)</li> </ul> </li> </ul> </li> </ul>	
	<ul> <li>ACTION: Chair requested revisions and an updated form to be returned by 17<sup>th</sup> January 2024.</li> <li>c) Full committee review of amendment to PP7099312</li> <li>The PPLh and main researcher presented why and what changes they wanted to make to the Licence. This included a major amendment related to the addition of a new bladder carcinogenesis model as protocol 11 to the Licence, and a minor change tin protocol 6 related to tibia injections. A discussion took place with main concerns raised over: i) uncertainty around number of animals expected to be kept to 50 weeks post treatment and why this duration was required, ii) the numbers to be used in a pilot study, and iii) inconsistencies in statements related to timing of clinical scoring events throughout licence. Other comments related to some omissions in descriptions (in NTS, and the animal experience) and inadvertent repetition of descriptors across severity classes. After the discussion, the AWERB committee took vote. The application was approved subject to satisfactory responses/clarifications around the above comments.</li> <li>ACTION: Chair will send list of questions/clarifications requiring responses, which will include an agreement of numbers verified by the statistician. Responses will be assessed by Chair, NVS and NACWO, with approval given when finalised.</li> </ul>	5/24 AWERB Chair 6/24 AWERB Chair
	<ul> <li>4. In the section entitled "Has the project/experimental design been revisited to enable any further reduction in predicted animal use?" Please write "number" instead of the abbreviation "no".</li> <li>ACTION: Chair requested revisions and an updated form to be returned</li> </ul>	

<sup>7th</sup> March 2024 13:30-16:00	On-line