

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 Academic staff member with relevant research experience. PELH		
In attendance:	AWERB Secretary, PPL holder x2		
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: Communication’s team representative, academic member with relevant research experience.</p>	<p>Apologies for absence to be sent to Chair in advance of meetings. (ALL)</p>
2.	<p>Introduction to new PELh</p> <p>Chair welcomed and introduced the new PELh; all attending AWERB committee members introduced themselves.</p>	
3.	<p>End of year summary</p> <p>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.</p>	
4.	<p>Approval of minutes and Update on actions from previous meeting</p> <p>Minutes of the previous AWERB meeting (held on 10/11/23) were circulated and approved.</p> <p>4/22 & 26/23 AWERB Chair has collated all feedback and agreed final version of revised SAGE-AR; it will be made live as soon as possible.</p> <p>3/23 AWERB Chair will continue to work on the beta version of the webpages and provide update at next meeting.</p> <p>5/23 & 25/23 Draft 3Rs strategy document to be converted to word document and shared with AWERB and User group members for feedback/input.</p> <p>8/23 Rehoming policy document - Chair to give document final read before sharing.</p> <p>15/23 UK legislation training module/site for Schedule 1 users, draft document created awaiting finalising.</p> <p>24/23 SAGE-AR Historic data storage, NASPA Chair to discuss technical aspects with RIGO IT Team. Update at next meeting.</p>	<p>Complete</p> <p>3/23 AWERB Chair</p> <p>5/23 AWERB Chair /All 3Rs champions</p> <p>8/23 AWERB Chair</p> <p>15/23 NVS/NACWO</p> <p>24/23 NASPA Chair</p>
5.	<p>Key points from Named Person reports:</p> <p>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.</p> <p>ACTION: PPLh will be contacted by Chair.</p> <p>NACWO reported no new activity or concerns.</p> <p>NTCO/HOLC New team members have been undergoing training & sign off on competencies. PPL P6682B4D expired on 18th December,</p>	<p>1/24 AWERB Chair</p>

	<p>however, no animals were used in past year. ACTION: AWERB Chair to contact the PPL holder for end of Licence review</p> <p>NIO provided a written report listing papers and topics of interest.</p> <p>NASPA Chair reported zebrafish SOP were approved and reviewed recently by the NASPA committee. ACTION: NASPA Chair to share document with AWERB.</p> <p>NEER Officer one new NEER application was submitted and is currently under review.</p> <p>User forum Chair – no meetings have taken place since last AWERB; next meeting is scheduled for 22nd of January.</p>	<p>2/24 AWERB Chair</p> <p>3/24 NASPA Chair</p>
<p>6.</p>	<p>Project Licence activities</p> <p>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.</p> <p>b) 2-year Project Licence reviews</p> <ul style="list-style-type: none"> • 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 • 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: <ul style="list-style-type: none"> 1. Please list any groups/institutes that you are aware of that use the tumour slice model. 2. Please state number of citations (on a specified date) for the two papers. 3. 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. 	<p>4/24 AWERB Chair</p>

