



**STRICTLY PRIVATE AND CONFIDENTIAL
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Animal Welfare and Ethical Review Body (AWERB)

The 72nd Meeting of the AWERB was held on
Friday 21 April 2023
2pm – 4pm, MS Teams

DRAFT – MINUTES

PART I – PROCEDURAL MATTERS

1. Welcome and apologies for absence

Present: [REDACTED]

Apologies: [REDACTED]

In Attendance: [REDACTED] (Secretary)

2. Minutes - (AWERB/71/M)

2.1 The Committee **APPROVED** the Minutes of the meeting held on 19 January 2023.

3. Matters arising from the Minutes - (AWERB/72/01)

3.1 The Committee **NOTED** the matters arising. [REDACTED] noted that there has been some discussion regarding the reformation of the BRF Management Committee, which is currently under consideration by senior managers.

PART II – MATTERS FOR DISCUSSION AND/OR DECISION

4. [REDACTED] – Mid-Term PPL Review - (AWERB/72/02)

4.1 The Body welcomed [REDACTED] to the meeting who was in attendance to give his Mid-Term Review regarding his Project Licence 'How neuronal activity links sensations, perceptions and actions'. The Body received a PowerPoint presentation from [REDACTED] on his study which is investigating sequencing within the brain in regards to stimuli. During the course of the study it has been discovered that the neurons are primarily responding to the animal's action, rather than external stimuli,

- giving a new appreciation of how the sensory cortex operates.
- 4.2 ■■■ shared a video clip of the stimuli being administered, this was well received by the Body and was encouraged for future presentations.
5. **Named Animal Care and Welfare Officer and Named Training and Competency Officer Report (AWERB/72/03)**
- 5.1 ■■■ gave an overview of his report to the Body; colleagues have been progressing with populating the database which is to aid the transition to the new Animal Management System. A colleague has been seconded to work on this 50% of their time, and ■■■ has an upcoming meeting with Atunes to discuss next steps. ■■■ said that he estimates that the new system will go live in June/July 2023. The roll out may be a gradual one to gather information and iron out any errors as they may occur.
- 5.2 ■■■ queried how user training will be approached, ■■■ responded that Atunes will support the team in providing the training. ■■■ suggested that ■■■ could potentially contact HR to see if this is something they may be able to help support the team with.
- 5.3 ■■■ noted that there is a planned demonstration for Monday 24 April 2023 on campus outside the medical school, Security are aware and do not anticipate it to be anything other than a peaceful protest.
- 5.4 Regarding the Singly House Mice report, ■■■ suggested that we may wish to consider the introduction of an approval process to singly house mice, in order to increase engagement and adherence to the preferred housing model.
6. **The Rawle Project – ‘The role of review and regulatory approvals processes for animal research in supporting implementation of the 3R’s’ – Report commissioned by the NC3Rs (AWERB/72/04)**
- 6.1 The Body **RECEIVED** and **DISCUSSED** the recommendations of this report. ■■■ noted that the addition of a Statistician who would have the expertise to scrutinise power calculations frequently used in PPL applications, would be a beneficial addition to the AWERB. Indeed, ■■■ noted that she is a member of several AWERBs and a Statistician member is common in their composition.
- 6.2 **[Action: ■■■ to liaise with colleagues in relevant Schools to approach to become either a full member of the committee or an ad hoc reviewer. Once appropriate colleagues have been identified ■■■ and the Chair to meet to agree next steps regarding appointment to the AWERB.]**
- 6.3 In regards to providing guidance for writing PPLs it was noted that the NACWO and NVS provide a lot of support and advice in person in the BRF, as well as via e-mail correspondence.
- 6.4 ■■■ also suggested adding links to the Understanding Animal Research in regards to writing Non-Technical Summaries to our website. ■■■ added that there are now more template protocols available from the Home Office for the more common procedures which could be added to the website.
- 6.5 **[Action: The Secretary to update the website with links to the information outlined above.]**
- 6.6 ■■■ suggested that an annotated exemplar application may be useful for new PPL applicants. This suggestion was welcomed by the Body, however the most appropriate way to disseminate this information once developed needs to be

discussed and agreed.

7. AWERB governance processes and the ASRU Change Programme (AWERB/72/05)

- 7.1 The AWERB **RECEIVED** and **DISCUSSED** the 9 questions which were circulated to attendees (Annex C), which focused on the ASRU Change Programme and the AWERB governance programme.
- 7.2 There was a general discussion regarding the potential introduction of a 3Rs Group and a 3Rs Champion. [REDACTED] noted that he was supportive of the idea, but added that a clear remit and terms of reference must be created for the role and the group, and the remit must be distinct from pre-existing groups.
- 7.3 [REDACTED] added that she is member of a 3Rs Group at another organisation. **[Action: Secretary to contact [REDACTED] for a copy of the Terms of Reference for the 3Rs Group she is a member of.]**
- 7.4 **[Action: The Chair and [REDACTED] to meet to discuss this in further detail and suggest a way forward.]**

PART III – MATTERS FOR INFORMATION

8. Concordat on Openness in Animal Research Action Plan (AWERB/72/06)

- 8.1 The AWERB **NOTED** the COAR Action Plan. [REDACTED], the former Head of Communications has now left the University. [REDACTED] noted that there is a fresh opportunity to engage with the Communications Team and discuss the importance of the Concordat with them. **[Action: Secretary to arrange meeting with the new Head of Communications, [REDACTED] and [REDACTED] for an introductory meeting and to discuss our commitment to openness in animal research.]**

AWERB Membership

Ex-officio

- AWERB Chair and Representative of the Biomedical Research Facility User Group: [REDACTED]
- Establishment Licence Holder: [REDACTED]
- Named Veterinary Surgeon: [REDACTED]
- Named Animal Care & Welfare Officer (NACWO) and BRF Manager: [REDACTED]
- **Interim** Named Training and Competency Officer (NCTO): [REDACTED]

Representative members

- Two lay members, at least one of whom should have no responsibility under the Act: [REDACTED]

- [REDACTED]
- Project Licence Holders representative: [REDACTED]
- Personal Licence Holders representative: [REDACTED]
- School of Psychology representative: [REDACTED]
- Brighton and Sussex Medical School representative: [REDACTED]
- Member: [REDACTED]

In attendance

- Chair of the BRF Management Forum (at the invitation of the Chair as appropriate but to attend at least one meeting per academic year.)
- Head of Research Ethics, Integrity and Governance : **VACANT**
- Secretary to the AWERB: [REDACTED]

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