



ANIMAL WELFARE AND ETHICAL REVIEW BODY (AWERB)

Minutes of a meeting of Animal Welfare and Ethical Review Body held on Wednesday
14 January 2020 from 10.00am to 12.00pm in [REDACTED]

PART I – PROCEDURAL MATTERS

1. Present

[REDACTED] (Chair and Establishment Licence Holder), [REDACTED]
[REDACTED] (Named Animal Care & Welfare Officer), [REDACTED]
(Representative of the Biomedical Research Facility (BRF) User Group), [REDACTED]
[REDACTED] (Lay Member), [REDACTED] (Representative of the Personal
Licence Holders) and [REDACTED] (Named Veterinary Surgeon).

In attendance: [REDACTED] (Deputy Manager, BRF), [REDACTED]
[REDACTED] (Research Governance Officer) and [REDACTED] (Secretary).

Apologies for absence were received from: [REDACTED]
(Representative of the Project Licence Holders), [REDACTED] (School of
Psychology), [REDACTED] (BSMS) and [REDACTED] (Local Home Office
Inspector).

2. Minutes

The AWERB **APPROVED** the Minutes of the meeting held on 25 September 2019
(**AWERB/58/M**) with minor amends.

3. Matters arising from the minutes

The AWERB **NOTED** an update of the current actions outstanding. (**AWERB/59/01**).
A brief report to be written outlining how the £1m spend will address the critical areas
of potential failure; chillers, air cooling system and the generator. **[ACTION: [REDACTED]
[REDACTED] to prepare for the next AWERB]**

PART II – MATTERS FOR DISCUSSION AND/OR DECISION

4. Report from the Chair

The AWERB **RECEIVED** a verbal report from the Chair. Of note:

- The Chair expressed concerns about the animal usage numbers having been exceeded on a current fish PPL. In future, if a Project Licence Holder becomes aware they are working beyond their approved numbers and/or procedures of their licence, the ELH must be made aware. All work must immediately stop until either an amendment to the licence is approved or we have written authority from the Home Office Inspector to continue.
- The Chair would like to remind PPL holders of their responsibilities under the Animals (Scientific Procedures) Act 1986 (ASPA).

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- The Chair would like a report produced for the AWERB to outline how number usage moving forward will be monitored. This report will also be circulated for discussion and for future monitoring at the newly formed Research Governance and Quality Assurance Committee (RGQAC). **[ACTION: ██████████ to prepare report]**
- The Chair would like AWERB minutes to be shared with all PPL holders. **[ACTION: Secretary to circulate after each meeting]**

5. Report from the Named Animal Care & Welfare Officer (NACWO)

The AWERB **RECEIVED** an update report from the NACWO. (**AWERB/59/02**) Key points:

- Light meters are in place to check animal rooms to ensure lighting programs are working correctly.
- A meeting has been arranged with colleagues from SEF to discuss response times for issues reported in the BRF. The Chair confirmed that he is happy to be involved in this dialogue to ensure the most appropriate service is received from SEF in line with the contract in place.
- ██████████ will be taking over the role as Named Training and Competency Officer (NTCO).
- A proposal to run the Charles River online course in person at Sussex has been put forward to the company. This would assist ██████████ in having earlier oversight of those becoming involved in animal research.
- A small working group has been formed to consider the AWERB Terms of Reference and Composition. Proposal to come back to AWERB with a view to implementing in the 2020/21 academic year.
- BRF management to report metrics relating to CPD, training and competency, single housing.
- AWERB agreed that it would be useful to have oversight of the range of work ongoing at the University and any new grants relating to animal research. **[ACTION: Secretary and ██████████ to prepare annual report for first meeting of each academic year]**

6. Report from the Named Veterinary Surgeon (NVS)

The AWERB **RECEIVED** a verbal report from the Named Veterinary Surgeon (NVS). Of note:

- There are currently no animal health issues.
- The post-operative care room was implemented within days of the last AWERB meeting. This has a raised temperature for surgically prepared animals which will be housed in the room for 3 days post-surgery.
- Improvements are being made to aseptic technique with a new autoclave being purchased which will enable users to prepare sterile soft materials.
- An alternative to the reverse light cycle has been trialed in chicks, whereby a cardboard box is used. However it has been discovered that this must be located away from the other chicks so as not to cause distress.
- An assessment of anaesthetic equipment is to take place to enhance the surgery space and to minimize the movement of surgery tables.

PART III – MATTERS FOR INFORMATION

7. New policy: Research Performed on Project Licences – Shared Use

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The AWERB **NOTED** the final policy on Research Performed on Project Licences – Shared Use (**AWERB/59/03**) subject to the removal of the generic paragraph on the front sheet referencing other departmental policies or local rules.

8. Actions of the Applications Review Group (ARG)

The AWERB **NOTED** the summary of actions undertaken by the Applications Review group since the last AWERB meeting.

9. Dates of future meetings

21 April 2020 02 July 2020 (10am [REDACTED])

10. Any other business

None raised.

[REDACTED]
Secretary
January 2020