



ANIMAL WELFARE AND ETHICAL REVIEW BODY (AWERB)

Minutes of a meeting of Animal Welfare and Ethical Review Body held on Thursday 11 April 2019 from 10.00am to 12.00pm in [REDACTED]

PART 1 – PROCEDURAL MATTERS

1. Present

[REDACTED] (Chair and Holder of the Establishment Licence), [REDACTED] (School of Psychology), [REDACTED] (Named Animal Care & Welfare Officer), [REDACTED] (Representative of the Ancillary Unit User Group) (BSMS), [REDACTED] (Named Veterinary Surgeon), [REDACTED] (Lay Member)

In attendance: [REDACTED] (Research Governance Officer), [REDACTED] (Secretary), [REDACTED] – Observer).

Apologies for absence were received from: [REDACTED] (Representative of the Project Licence Holders), [REDACTED] (Lay Member), [REDACTED] (Local Home Office Inspector) [REDACTED] (Representative of the Personal Licence Holders).

2. Minutes

The AWERB **APPROVED** the Minutes of the meeting held on 10 January 2019. (AWERB/55/M)

3. Matters arising from the minutes

The AWERB **NOTED** an update of the current actions outstanding. (AWERB/56/01)

PART II – MATTERS FOR DISCUSSION AND/OR DECISION

4. Report from the Chair

- The AWERB was informed that two letters of reprimand have been received from the Home Office. These have been reported to the Office for Students (OfS) and will stay on file for five years.
- £1 million has been allocated for the refurbishment of the Ancillary Unit and is awaiting sign off from the Chief Operating Officer. This refurbishment will address the critical points of failure and other compliance issues in order to bring the unit up to the required Home Office standard. The long term position remains under review within the Life Sciences project.

5. **Named Animal Care & Welfare Officer (NACWO)**

The AWERB **RECEIVED** an update report from the NACWO. (**AWERB/56/02**) key points:

- Two new PILs have been granted with four further applications submitted.
- Two PPL amendments submitted and one new PPL (transfer).
- Researcher training ongoing including a review and retraining in Schedule One techniques.
- Animal Management Database tender document close to completion.
- Business case submitted for an apprenticeship programme for animal technicians.

6. **Report from the Named Veterinary Surgeon (NVS)**

The AWERB **NOTED** the update from the Named Veterinary Surgeon (NVS). Of note:

- Mites confirmed in room 4.36 and being treated with Mite Arrest.
 - A new system for training Personal Licensees is being adopted using the Charles River online module.
 - Online training does not provide a practical element of assessment.
 - The NVS will provide aseptic technique training in addition to the online module.
- [ACTION: ██████████ to compare the Charles River online course with the “face to face” course based training]**

7. **New policies**

The AWERB **APPROVED** the following new policies:

7.1 Education, Training and Development (**AWERB/56/03**)

7.2 Rehoming (**AWERB/56/04**) **[ACTION: ██████████ to include details of how the rehoming could occur]**

7.3 Establishing and maintaining breeding pairs and trios - Mice (**AWERB/56/05**)

7.4 Re-use of single use needles (**AWERB/56/06**)

7.5 Caring for animals in research (**AWERB/56/07**)

8. **Renaming of the Ancillary Unit**

The AWERB **DISCUSSED** the renaming of the Ancillary Unit which it supports. The Chair will present this paper to the Vice-Chancellor in order to progress. (**AWERB/56/08**)

9. **Head of School Email from the Establishment Licence Holder**

An email was sent to all Heads of School from the Establishment Licence Holder on 15 February 2019 to reinforce the University's requirement that all research and teaching activity that involves animals should undergo ethical review before commencing. **[ACTION: Secretary to resend email to the HoSs who have not yet responded]**

PART III – MATTERS FOR INFORMATION

10. **Recommendations from the Applications Review Group (ARG)**

The AWERB **NOTED** the summary of recommendations made by the Applications

Review Group (ARG) since the last AWERB meeting. (AWERB/56/10)

11. Overseas form

The AWERB **NOTED** the introduction of an overseas form. (AWERB/56/11)

12. Updates shared with AWERB outside of the meeting

The AWERB **NOTED** the following updates shared outside of the meeting:

12.1 Harm benefit analysis, improving PPL applications

12.2 RSPCA rat cage forum

12.3 <https://ukrio.org/new-primer-document-from-ukrio-research-integrity-in-research-involving-animals/>

13. Dates of future meetings

10 July 2019

14. Any other business

The AWERB was informed that the Chair has requested [REDACTED] and [REDACTED] to outline the principles governing the use of autopsy following death.

[REDACTED]
Secretary
April 2019