



**ANIMAL WELFARE AND ETHICAL REVIEW BODY (AWERB)**

**Minutes of a meeting of Animal Welfare and Ethical Review Body held on Wednesday  
25 September 2019 from 10.00am to 12.00pm in [REDACTED]**

**PART I – PROCEDURAL MATTERS**

**1. Present**

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

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

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

**2. Minutes**

The AWERB **APPROVED** the Minutes of the meeting held on 15 July 2019.  
(AWERB/57/M)

**3. Matters arising from the minutes**

The AWERB **NOTED** an update of the current actions outstanding. (AWERB/58/01)  
Of note:

- Life Sciences strategy meeting is yet to be arranged between the Research Governance Office, NACWO, members of the management team within the School and the Establishment Licence Holder. **[ACTION: Secretary to give deadline for the meeting]**  
**POST MEETING UPDATE: THIS MEETING HAS NOW TAKEN PLACE AND A STRATEGY HAS BEEN IMPLEMENTED. A FULL UPDATE WILL BE PROVIDED BY THE SECRETARY AT THE NEXT AWERB MEETING.**
- [REDACTED] has produced a draft process to review and monitor the shared use of Project Licences. **[ACTION: AWERB members to feedback comments to [REDACTED] who will prepare a full process for the next AWERB]**

## PART II – MATTERS FOR DISCUSSION AND/OR DECISION

### 4. PPL Application

The AWERB **RECEIVED** a presentation from [REDACTED] for a PPL for secondary availability at Sussex on “Individual variation in synaptic neurobiology underlying incentive motivation and addiction-like behaviour.” (**AWERB/58/02**)

The AWERB noted that the animal usage figures may need to be amended based on the number of animals used already on the Project Licence . Furthermore AWERB agreed that they would prefer for the University of Sussex to hold Primary Availability as opposed to Secondary and recommends that the applicant liaises with the Home Office Inspector on this matter.

### 5. Terms of reference and Composition Review

The AWERB **REVIEWED** the Terms of Reference and Composition (**AWERB/58/03**) and agreed that the Terms of reference should be updated to reflect the following:

- Activities and purpose of an AWERB
- Set objectives
- Reflection on broader ethical issues on animal use
- Promote the 3Rs
- Cultivate a culture of care
- Support training and competency activities.

**[ACTION: A small working group will convene to revise the AWERB Terms of Reference. This will consist of [REDACTED], [REDACTED] and an external person not currently on the AWERB. Secretary to provide the information compiled as a result of the ASC and AWERB Hub Chairs Report]**

The AWERB were informed that this would be the last meeting for [REDACTED] who is standing down as lay member due to other University ethics commitments.

### 6. Report from the Chair

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

- The Chair thanked [REDACTED] his commitment to the AWERB over the last year.
- The Chair also expressed his thanks to the previous Home Office Inspector [REDACTED] for his commitment to the AWERB and the Biomedical Research Facility (BRF) over a number of years.
- The £1m spend to address the critical areas of concerns in the BRF is now in place. **[ACTION: [REDACTED] to write a report outlining the issues raised by [REDACTED] and how the £1m used will mitigate the risks going forward]**
- [REDACTED] is the Chair of the project Board and is taking the lead on this. **[ACTION: Secretary to invite [REDACTED] to next AWERB to update on the project]**

### 7. Named Animal Care & Welfare Officer (NACWO)

The AWERB **RECEIVED** an update report from the NACWO. (**AWERB/58/04**) Key points:

- [REDACTED] new Home Office Inspector visited 31<sup>st</sup> July 2019. (handover from [REDACTED])
- [REDACTED] has been appointed as the new Deputy BRF Manager and will start on 30 September 2019.
- One condition 18 report submitted since the last AWERB report.
- The new electronic system used for licensing by the Home Office “ASPeL” is now up and running and all new applications and amendments will be done via this new system.
- Researcher training continued including review of schedule 1 training.
- Animal Management database tender ongoing.
- BRF web pages are being updated.
- There was an issue with the timer for the reverse lighting cycle in the room [REDACTED]. A piece of work is ongoing to review the timers within the [REDACTED] DN: to prepare a report for the next AWERB meeting setting out what has been done to ensure that an incident like this will not reoccur and implications for other animals]

#### 8. Report from the Named Veterinary Surgeon (NVS)

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

- Following two post-surgery deaths the NVS is looking into methods to improve post-operative care.
- This could include providing animals with warmth for a day or two after surgery, or all animals that have undergone surgery could be held in one room which has an increased temperature.
- NVS will push this additional care need with users over the coming months. **[ACTION: NVS to provide an update on this at the next AWERB meeting]**

#### 9. Animals in Science Committee (ASC) and AWERB Hub Chairs Workshop.

The AWERB **DISCUSSED** the Animals in Science Committee (ASC) and AWERB Hub Chairs Workshop report. **(AWERB/58/05)**

### 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/58/06)**

#### 11. Animal Usage Figures


The AWERB **NOTED** the annual reporting figures comparison from 2015-2018. **(AWERB/58/07)**

**12. Dates of future meetings (All meetings will be held in the Sussex House Committee Room from 10am to 12pm)**

14 January 2020      21 April 2020      02 July 2020

**13. Any other business**

None raised.

  
Secretary  
October 2019