

THE UNIVERSITY OF LEEDS

**ANIMAL WELFARE AND ETHICAL REVIEW COMMITTEE**

Minutes  
28 March 2018

**Present:** 10 members were present at the meeting with one person in attendance.

A new lay member was welcomed to the meeting and introductions were made. The Chair asked for feedback on the induction pack that had been provided in advance for information.

**Minutes**

17/73 The minutes of the meeting on 31 January 2018 were received and approved.

**Matters arising**

*Received paper AWERC17/15*

17/74 It was noted that the ULBS views on the dissemination of information (*Min 17/68, Function 1a*) would be brought forward to the next meeting as part of the ULBS report. **ACTION: ULBS representatives.**

17/75 The Chair advised that the presentations from the AWERB Hubs meeting would be sent to the Administrator for distribution (*Min 17/70*). **ACTION: Chair and administrator.**

**Establishment Licence (PEL) holder's and veterinary reports**

17/76 The NVS agreed to deliver the PEL Holder's update along with the NVS's update, in the PEL holder's absence.

17/77 The Committee was told that the unit manager was making a phased return to work. It was agreed that the Committee's and PEL holder's appreciation of the work of the unit staff to provide cover during his absence should be conveyed to the unit staff. **ACTION: NVS.**

17/78 The Animals in Science Regulation Unit (ASRU) Report 2016 had recently been published. The link to the report would be circulated to members. **ACTION: Administrator.**

17/79 ASRU had recently written to PEL holders to advise on arrangements for the conversion of paper project licences to electronic versions. This would be done if and when any amendments to a licence were required.

17/80 The Committee received the report from the veterinary surgeon (*paper AWERC/17/16*). Work at was discussed and the NVS advised that he remained in close contact with the veterinarian; that the work at was currently non-regulated; and that plans for one regulated project which would operate under POLES authority was being drafted.

17/81 The next PEL holders' meeting had been arranged for 23 April but neither the PEL holder nor NVS would be able to attend due to prior commitments. However, the Committee was advised that the University would receive updates from the Home Office (HO) inspector and that the inspector's annual meeting with the PEL holder would be due to take place soon.

17/82 One condition 18 report had been submitted to the HO where one mouse had been found dead. This was thought to be an incidental death. The HO inspector had yet to respond.

17/83 No animal welfare problems had arisen as a result of refurbishment work and the NVS and unit staff were maintaining close contact with the project manager and contractors to monitor noise and vibrations.

17/84 The Chair thanked the NVS for delivering the combined reports and invited the new member to visit the animal facilities.

### **NACWOs' report**

- 17/85 The Committee was told that during long-term staff absences, affecting both sites, staffing levels had remained sufficient to ensure animal welfare. However, other work including the development of the new integrated unit management software system had, inevitably, been delayed. The administrator was thanked for helping to ensure continued progress of this project in the manager's absence.
- 17/86 A number of minor concerns, to do with researchers not following local procedures, had come to light which had been immediately addressed. Whilst these had no impact on animal welfare it was agreed that generic examples should be brought to the attention of ULBS for discussion and consideration of how they should be addressed. **ACTION: NACWOs and ULBS representatives.**
- 17/87 Having been asked to note any disturbances to the animals during refurbishment works the NACWO was pleased to report that no adverse effects had been observed by technical staff and no issues had been reported by the researchers.
- 17/88 The NACWO reiterated the Chair's invitation, confirming that the new lay member would be welcome to visit the animal facilities.

### **Annual statistical report**

*Received AWERC 17/17*

- 17/89 The Committee received the report for information and noted the increase in licence applications which was related to recruitment. Animal use had remained relatively stable.
- 17/90 The collection of additional statistics for 2017 to meet EU requirements was noted.

### **Review of proposals for non-regulated work**

*Received AWERC 17/18*

- 17/91 The Committee was told that mechanisms were in place to identify and review student projects involving animals in non-regulated work. It was agreed that the paper should be amended to include research staff who should be reminded that they must refer any non-regulated work involving animals to the NVS under the existing arrangements. **ACTION: NVS.**
- 17/92 The NVS confirmed that the Committee should be concerned with ASPA regulated work. However, anything of concern in relation to non-regulated work would be brought to the attention of the Committee as part of the NVS's regular report to each meeting.
- 17/93 An unrelated matter, concerning a recent event involving animals on campus which had been arranged and run by the University Students' Union, was discussed. It was agreed that matters of concern involving animals outside the remit of the Committee should be referred to the University Secretary.

### **Project licence applications**

*A339*

- 17/94 The applicant's representative was welcomed by the Committee and delivered a presentation to explain the work.
- 17/95 Following this matters discussed included benefits, animal welfare, frequency of monitoring, potential adverse effects and the number of injections requested. The possible use of mini osmotic pumps was suggested and it was noted that there were no perceived adverse phenotypes in the strains to be used.
- 17/96 Arising from discussions the Committee asked for the application to be amended to include additional information regarding benefits of the work; an appendix showing phenotypes and welfare of the strains of mice to be used; and the addition of animal numbers to the non-technical summary. Subject to these changes the application could be submitted to the HO.

#### A340

- 17/97 The applicant was welcomed to the meeting and delivered a presentation to the Committee to summarise and explain the work.
- 17/98 Matters discussed included NC3Rs funding for the work noting the strength of the licensee's commitment to all of the 3Rs, reduction, refinement and replacement in developing the project, with much of the work involving the development of cultured cells to minimise animal use.
- 17/99 A number of changes were suggested to avoid repetition and to focus on the species of interest/use in the project before submitting the final version to the HO. The applicant was also asked to amend the lay paragraph to better explain and clarify what would happen to the animals.

#### A341

- 17/100 The Committee welcomed the applicant's representative to the meeting and a presentation was delivered to explain the work.
- 17/101 Following this, discussions were around the species of choice for the work, the number of animals to be used, the short and focused nature of the project and the potential for translation to clinical trials.
- 17/102 During discussions a number of changes were suggested and it was agreed that, after amendment and proof reading, the application could be submitted to the HO.

#### **Schedule of business**

*Received AWERC/17/21*

- 17/103 The Committee received the updated schedule of business for information.
- 17/104 It was agreed that the remaining items of business on the Agenda would be brought forward for discussion at the next meeting. These were:
- Mid-term review MR29
  - Induction pack for new members
  - Review of terms of reference oversight – function 1b)

#### **Other business**

##### **Briefing note for PPL applicants**

- 17/105 Following feedback from applicants the Chair proposed number of minor edits which the Administrator agreed to incorporate. In future this information would be sent to applicants at an earlier date to give them more time to prepare their presentations and the need for brevity would be stressed. **ACTION: Administrator.**

##### **AWERB Hub**

- 17/106 Unfortunately, due to late notification of the next meeting date, the Chair advised that it would not be possible to attend the next AWERB Hub meeting. The Chair had raised concerns about this with the AWERB Hub organisers.

##### **Date of next meeting**

- 17/107 The Chair advised that dates of some future meetings had been changed and that the new dates and times had been circulated. The next meeting would be held at 10.00 on Wednesday 30 May.