

**University of Nottingham**  
**Animal Welfare and Ethical Review Body**  
**Thursday 6 December 2018**

**MINUTES**

13 Members Present, 8 Apologies, 2 in Attendance.

**18/55 Minutes**

RECEIVED: The minutes of the meeting held on 4 October 2018.

RESOLVED: That the minutes be approved.

**18/56 Matters arising from the Minutes**

(a) **Action log**

The action log from the previous meeting had been presented to AWERB and progress updates provided to members. This included:

- (1) That the letters on non-ASPA had been sent to the Heads of relevant Schools.
- (2) That an open seminar session had been planned for 20 March 2019.
- (3) That the 'task and 'finish' group would circulate a survey soon.
- (4) That progress was being made on refined mouse handling.
- (5) That an open AWERB session would take place in February 2019.
- (6) That AWERB membership had been updated.

(b) **Applications considered at last meeting [Minute 18/49]**

REPORTED: That four applications had been submitted on ASPeL and three had not yet been received.

**18/57 Chair's Business**

(a) **Membership**

REPORTED: That two new members had been agreed and one member had left the University of Nottingham.

**18/58 Project Licence Applications**

(a) **Dr AA**

REPORTED: That the proposed work involved preclinical cardiovascular evaluation of drugs.

A series of comments were made on the application by the NACWO and the NVS. Questioning primarily focused around commercial objectives and the most appropriate statistical testing.

RESOLVED: That the application be approved with no further comments.

(b) **Prof BB**

REPORTED: That the proposed work involved understanding the neuronal basis of learning and memory disorders.

A series of comments were made on the application by the NACWO and the NVS. Questioning primarily focused around how objective three would be met, in terms of refinement, the individual animal's experience during a study and level of food restriction.

RESOLVED: That the application be approved subject to AWERB comments being addressed.

**18/59 Use of Office 365 for AWERB**

REPORTED: That the NACWO was considering piloting Office 365 for the NVS and Scientific Readers to comment on new project licence applications.

RESOLVED: That the NACWO would progress this.

**18/60 BSU Annual Report**

CONSIDERED: The 2017-18 report of named persons had been presented to AWERB. This included:

- (1) That the dairy facility had been designated in June 2018.
- (2) That the category two large animal facility had been refurbished.
- (3) That BSU staff engagement with ongoing research needed to be encouraged by research colleagues.
- (4) That three possible non-compliances had been reported and steps taken to prevent them from happening again.
- (5) That environmental control had been working well.
- (6) That care was being taken to maintain the health status of the Unit.

RESOLVED: That the NACWO would review costs in terms of housing rats and rates for internal funding would be put forward for discussion at the BSU Operations Board.

**18/61 Home Office Additional Statistics**

REPORTED: That every five years the Home Office would request additional statistics. Relevant links had been made available for AWERB to access.

**18/62 Establishment Licence Holders' Newsletter**

REPORTED: That the October 2018 Newsletter had been circulated. This had included correct refined handling of mice and single use of needles. Future themed inspections would focus on single use of needles.

**18/63 IAT Animal Technologist Month – March 2019**

CONSIDERED: A letter from the CEO of the Institute of Animal Technology regarding an initiative to recognise the importance of animal-care staff. Establishments had been invited to participate in Animal Technologist Month.

RESOLVED: That the NACWO would produce proposals for how the University could respond.

#### **18/64 Support of Named Persons**

REPORTED: That there was a lack of understanding of what the BSU does and user group engagement.

RESOLVED: That the Chair and NACWO would take this further and set up a group liaising with the Faculty of Medicine to clarify the BSU's roles including legislative compliance, procedures and adverse effects.

#### **18/65 AWERB consideration of work involving fertilised eggs**

REPORTED: That although initially non-ASPA, researchers doing this work should be aware of the requirements should the embryos go beyond this developmental stage.

RESOLVED: That a more open area would be created in BSU Workspace to store relevant forms covering this eventuality. Reminders would be sent once a year to School Heads of Operations/Ethics Committees on work involving (1) fertilised eggs, (2) collaborations outside the University of Nottingham for animal research and (3) teaching work which involved animals.

#### **18/66 Summary of PPL applications and amendments**

CONSIDERED: A summary spreadsheet tracking progress of PPL applications and amendments.

REPORTED: That in future a short, written summary would be provided and the spreadsheet would be made available via Office 365 if required.

#### **18/67 Approvals by Fast-Track Procedure for Report**

REPORTED: That five project licence amendments had been approved by fast-track procedure.

#### **18/68 Project licences granted by the Home Office**

REPORTED: That five project licences had been granted by the HO.

#### **18/69 Any Other Business**

REPORTED: That the FRAME 50<sup>th</sup> birthday celebrations training school would be taking place in Nottingham next year (for a fee of £288) discussing design. It had been noted that EDA should be used.

RESOLVED: That if someone was unable to attend due to cost, they should let the Chair know as other options may have been available.

REPORTED: That an AWERB lay member would attend the RSPCA lay members' forum in London on Monday.