
Minutes: AWERB

Status: Chair approved

Meeting held: 20 February 2019 at 10am

Present

Attendees: 11, 1 in attendance, 1 by invitation, 6 apologies

1 WELCOME

A new NACWO was welcomed to her first AWERB meeting.

2 PROJECT LICENCE DISCUSSION

A project licence holder who was looking to submit a new project licence to replace one that was about to expire was welcomed to the meeting.

The work from this project licence would be focusing on both osteoporosis and osteoarthritis. There were several protocols in the licence relating to the production and maintenance of mouse colonies; looking at the interplay between mechanics and other factors and describing the loading studies.

There was a lot of discussion about a proposal to include an option of being able to inject the animals 3 times a day for two days within a 6 weeks period. The project licence holder was asked to research if there were now alternatives to IP injections that could be used. He was also asked to look into whether there were ways of combining the injections so that it was less stressful to the animals. He was also asked to consider what refinements could be added to the new project licence, as it would be a continuation of existing work, what things had been learnt that could be taken into the new licence and what could be done in a different way. Project licence holders had a responsibility to continuously work towards identifying opportunities for reduction, refinement or replacement.

The project licence was discussed further after the licence holder had left and the following agreed:

- A question to be posted on the discussion groups to see if anyone was aware whether there have been any refinements of IP injections.
- It was suggested that a list of general questions to ask applicants should be created: this to include how you do keep abreast of available alternatives, and would you be able to take advantage of any new replacements (e.g. non-animals, human clinical or animal clinical options)?
- The Culture of Care workshop that would be run would focus on the importance of ensuring that licences comply with 3Rs. For studies that were funded externally, 3Rs was still a very important component and had to be followed.
- An important role of AWERB was ensuring that they understood what a project licence was trying to achieve and providing advice (through the NTCOs and NACWOs) of the best way of writing protocols to make them easier to review.
- A suggestion was made of getting involved at an earlier stage when discussions were being held in order to provide advice on the practicalities of doing the suggested studies or offering

alternatives. Likewise for grant applications involving animal work, it would be useful to be involved earlier to provide advice.

3 MINUTES OF MEETING HELD ON 24 JANUARY 2019

These were confirmed as an accurate record.

4 MATTERS ARISING

4.1 Item 8: Assessors list (January 2019 meeting)

An assessors accreditation course for external people was in the process of being arranged. Details would be provided to a future meeting of what the course would involve and how assessors were assessed.

4.2 Item 11: Schedule 1 Register review (December 2018 meeting)

A quote was needed from one company. Once this had been received, the details of the programmes that could be used for a new training and schedule 1 register would be circulated to AWERB.

4.3 Item 11.2: Attending other AWERB meetings (July 2018 meeting)

At the recent AWERB Hub meeting it was suggested that AWERBs should pair up with other institutions on the Hub to arrange exchanges. Another institution has therefore been approached to see if interested in doing this.

4.4 Item 2.2: Refresher training (April 2018)

This would now be run in conjunction with the proposed Culture of Care workshop. It was also planned to have weekly “surgeries” so that personal and project licence holders could come along and ask any questions that they might have. The surgeries would be led by different named people: so for example one week it might be NVS, the next NTCOs.

5 REVIEW CONSENT FORMS USED UNDER A PROJECT LICENCE

The consent forms were with AWERB to review.

6 POSTERS FOR AWERB HUB WORKSHOP

Environmental Enrichment project: this poster was approved

Dog socialisation and rehoming programme poster: this was still being worked on.

Tissue sharing project: this would be ready by Friday for review.

It was suggested having a 4th poster that related to the training courses offered at the RVC in relation to animal welfare. It was agreed that this was a good idea.

All the posters would be laminated in order to protect them so that they could then be put up in the Units after the workshop.

7 AMENDED PROJECT LICENCES GRANTED BY THE HOME OFFICE

AWERB noted that two project licences had been amended since the previous AWERB meeting.

8 END OF PPL REVIEW

An end of PPL review was noted. The project had been discontinued as there had been issues with the viability of the tissues.

9 Training records

A new SOP had been written in relation to how to handle training records for new users coming into the Unit. A copy would be placed on sharepoint for AWERB to review. There seemed to be a lot more user engagement with the new system.

The aim was to ensure that all personal licence holders had training records that clearly identified what they had been trained on and what they were competent in. The training folders should also include training records from previous institutions so that there was a complete background.

A query was raised about how did AWERB satisfy itself that all the people who were required to have a training record, did in fact do so? What did AWERB need to see that would give it confidence that training records were being kept up to date? It was felt that some kind of data point was needed that identified that a training record was up to date.

The following was agreed:

- The results of the audits that were undertaken would come to AWERB. It would also be useful for AWERB to see what the audits covered
- A copy of the database that was being developed would be put on sharepoint.
- As part of the SOP, managers were required to regularly check training records. These checks could be recorded on the database, so that reassurance provided that checks have been done.
- Training folder: a copy of the training folder would be brought to the March AWERB meeting.

10 DATE OF NEXT MEETING

This was scheduled for 27 March at 2pm.

Secretary
22 February 2019