

THE UNIVERSITY OF LEEDS

ANIMAL WELFARE AND ETHICAL REVIEW COMMITTEE

Minutes
19 May 2015

Present: 8 members were present at the meeting with 1 person in attendance.

Apologies: Apologies were received from 6 members.

Minutes

14/55 The minutes of the meeting on 16th March 2015 were received and approved.

Matters Arising

Received paper AWERC/14/13 for information

14/56 With plans for publication of non-technical summaries approved by the Committee it was agreed that the administrator should look at progress with the development of the web pages to accommodate these. **ACTION: Administrator.**

14/57 The manager advised that, following consultation with the supplier and the implementation of agreed actions, there had been no further problems with diabetic mice shipments.

14/58 It was reported that movement of technical staff between sites had been working well.

14/59 The Chair confirmed that the University would be signing the Concordat on Openness in Animal Research. With regard to possible ways of meeting Concordat commitment three "*We will be proactive in providing opportunities for the public to find out about research using animals*" a number of suggestions were made including development of video tours of the animal facilities, talks about animal research to small groups and school talks. A video link would be circulated for information. Project Licence (PPL) holders should be invited to provide, for publication, examples of the benefits arising from their work. **ACTION: Administrator.**

14/60 Following discussion the Committee agreed that up to two visits to the animal facilities per year, to involve accredited journalists and/or MPs, could be allowed. It was agreed that anything beyond this would compromise animal welfare and biosecurity.

Terms of Reference 1c) and 1d)

14/61 Following discussion of points 1c) and 1d) the Committee agreed that a document should be produced to detail the processes on which the University relies for maintenance of a good standard of animal welfare. This information would, in turn, facilitate internal audit of these operational processes. **ACTION: NVS and Administrator.**

14/62 The Establishment Licence (PEL) holder reported that the recent internal audit of record keeping had returned a report bearing a low risk classification.

Schedule of Business

Received paper AWERC/14/14 for information

14/63 The schedule of business to be updated following the meeting. **ACTION: Administrator.**

NVS Report

14/64 The situation concerning the transport of diabetic mice would continue to be monitored.

14/65 Two visits had been made by the Home Office inspector to inspect facilities, meet with researchers and to observe experimental work, including the application of correct aseptic technique. On one of these occasions the inspector, visiting with two colleagues, had confirmed that systems continued to work well during the absence key personnel.

14/66 A number of rooms were inspected including the proposed site for the wind tunnel. Agreement, in principle, had been given to the use of this space providing the premises met required standards before being registered for use.

14/67 Following recent requests to house animals in rooms overnight outside the animal facilities the PEL holder had written to senior staff of the to confirm that this practice would not be permitted at the University. It was acknowledged that to do otherwise would compromise animal welfare. The Committee was told that arrangements for conducting experimental work in rooms registered on the Schedule of Premises but outside the units could continue. No overnight holding would be permitted anywhere other than in registered rooms in the animal units where the appropriate animal care and environmental conditions could be provided. It was noted that specific individuals had been identified as being responsible and accountable for maintaining the standard of each room used for animal research outside the animal units.

ULBSC Report

Received paper AWERC/14/15 for information

14/68 The development of preclinical imaging facilities was progressing well.

14/69 Approval had been given to change the arrangements for NACWO cover for the facility and two NACWOs would soon be nominated to replace the current NACWO.

Training report

14/70 The Committee was told about recent changes to licensee training and advised that two courses, run under the new structure, had received positive feedback from participants. The changes in Home Office requirements introducing mandatory training for Schedule 1 users and requiring PPL applicants to take all relevant Personal Licensee training modules as well as those for PPL applicants were noted.

PPL Amendments and Reviews

Received paper AWERC/14/17 and AWERC/14/18 for information

14/71 Three minor amendments to PPLs had been received and fast-tracked since the last meeting.

14/72 Options for PPL review were discussed and the Committee agreed that, in order to consider projects currently due for mid-term review, the pro-forma for project reviews should be reinstated. Post-project reports to the Home Office would, in future, be presented to the Committee for the purpose of retrospective project review. **ACTION: Administrator.**

Application A311.1

14/73 The Committee considered the proposals in the application and agreed that there were no major welfare or ethical concerns regarding the work. A number of points were highlighted for amendment before the application should be submitted to the Home Office. It was agreed that the applicant would be asked to check for consistency throughout the application, ensure the correct use of terminology regarding methods of restraint and provide a focussed and meaningful title for the project.

14/74 Specific comments would be conveyed to the applicant along with a request to re-write the Non-Technical Summary in lay terms and to provide the appendix for review. **ACTION: Administrator and NVS.**

Other Business

14/75 Reciprocal arrangements for NVS leave and emergency cover were being discussed with colleagues at a neighbouring institution.

Date of next meeting

14/76 9.00 am until 12.00 noon on Thursday 2nd July 2015. Meeting to include consideration of the draft annual report to Council.