

THE UNIVERSITY OF LEEDS

ANIMAL WELFARE AND ETHICAL REVIEW COMMITTEE

Minutes
27 September 2016

Present: 9 members were present at the meeting with 1 person in attendance.

Apologies: Apologies were received from 6 members.

Minutes

16/1 The minutes of the meeting on 27 July 2016 were received and approved.

Matters arising

Received AWERC16/01

16/2 The update on actions was received for information.

16/3 Increased openness, related to the Concordat, was raised and initiatives supported by the Committee were briefly discussed. It was agreed that the Committee should review progress periodically to be sure that progress was being made with proposals agreed previously. **Action: Administrator to add to the schedule of business**

PPL applications

A328

16/4 The applicant was welcomed to the meeting and introductions were made. The Committee was told that the overriding aim of the project was to look at treatments for brain tumours which currently had a poor prognosis.

16/5 Matters discussed included the use of new agents, the maintenance and care of animals along with the need for the appropriate timing of experiments and a clear monitoring regime to ensure animal welfare was maintained following procedures. The Committee noted that increasing use of non-invasive imaging would refine procedures, improve accuracy when targeting tumours and obtain maximum data from each animal.

16/6 It was acknowledged that there may be a requirement for further work to produce sufficiently robust data before moving to the early clinical experimental phase.

16/7 The applicant was asked to review and improve the short lay paragraph and make a number of changes to the application before it could be submitted to the Home Office. The NVS would be asked to liaise with the applicant to produce a final draft. **Action: NVS.**

PPL amendments and reviews

Received AWERC16/02

16/8 The Committee received details of a recent amendment which had still to be approved by the Home Office. Serious concerns regarding the time being taken to process project licence applications and amendments were raised. Particular concerns regarding the serious impact on ongoing research were noted. This was known to be a widespread issue, not only affecting the University. It was clear to the Committee that the University was able to deal with new applications in a timely manner but that these were then at risk of being held up at the Home Office due to heavy workloads within the Inspectorate.

- 16/9 The Administrator advised that the seriousness of this matter had already been raised with ASRU through various stakeholder and licence holder groups, including the Establishment Licence Holders' Forum.

Mid-term review

MR12

- 16/10 The Committee undertook a review of the project and noted the unpredictable response to treatment which had resulted in a small number of sudden deaths. These had been reported to the Home Office under condition 18 as previously reported. Other points considered included the close working relationship between licensees and unit staff in monitoring animals under the project, CPD for staff involved in the project and animal welfare. There was a lack of clarity regarding the number of animals used, where figures appeared to have been repeated. It was agreed that the applicant should be asked to revise the figures in order to update the Committee. **Action: Administrator.**

Review Schedule

Received AWERC16/02

- 16/11 The Committee received the updated schedule for project licence reviews. Now that the backlog of reviews had been cleared it was agreed that licence holders would be invited to attend future meetings when their projects would be reviewed. As previously the holders of licences containing severe protocols would be invited to deliver a short presentation of the progress under their projects as well as submitting the review form.
- 16/12 The Committee was told that one project containing a severe protocol was due for formal retrospective assessment by the Home Office in October under new requirements detailed in Section 5C of the Act. This review would be presented to the meeting in November after which the report would be finalised. **Action: Administrator.**

Establishment Licence (PEL) holder's update

- 16/13 The PEL holder reported that there had been an issue with the chiller serving one of the animal units due to problems with the generating station supply of cold water. Due to diligent efforts of unit staff and despite the effect of the hot summer weather, it had been possible to maintain the temperature within permitted limits and the problem had since been resolved. As a result of the incident Estates Services were looking at resilience arrangements for the animal units and were asked to have this resolved before summer 2017. The Committee asked for a report early in 2017. **Action: Unit manager.**
- 16/14 The draft report to Council had been circulated and members had been invited to comment. The Chair advised that the report would be presented to the next meeting of Council.

NVS's update

- 16/15 The Administrator delivered the report in the absence of the NVS. Whilst there had been no inspection of animal facilities since August the Home Office inspector had met with the cardiovascular research group to discuss arrangements for streamlining project licence applications for the group. The meeting had been helpful and new applications would be drafted on the basis agreed with the inspector.
- 16/16 One condition 18 report had been submitted in July when two mice had unexpectedly died following administration of a substance that had never caused problems during the previous four years. After investigation the likely cause was thought to be a change in supplier so the use of this batch of the substance had been discontinued and since then there had been no further concerns.

- 16/17 The Committee was told that a project licence holder from a neighbouring university was seeking to collaborate with a scientist at the University because facilities at the primary availability establishment were lacking. The unit manager confirmed that no issues were anticipated in associated with this collaboration.
- 16/18 Following a discussion with the Home Office inspector the NVS had agreed to the application for secondary availability for a project licence holder transferring to the University from another establishment. This amendment would be done to facilitate ongoing work with the minimum disruption to the project and to enable the licence holder to draft a new project licence application with primary availability at the University. It was agreed that this was an appropriate interim solution considering the severe delays currently being experienced.

ULBSC Report

- 16/19 Two meetings had taken place since the last report. Terms of reference and membership had been ratified and a new representative of Biological Sciences was being sought to replace a retiring member from the Faculty.
- 16/20 The only animal welfare concern discussed had been the failure of the chiller as reported by the Establishment Licence holder (min 16/13).
- 16/21 Two user group meetings had been held during which the development of a dedicated viral facility and the associated SoPs had been discussed.
- 16/22 It was reported that the bench-top MRI had been installed with training due to commence.
- 16/23 Delays as a result of oversubscription of in-house licensee training courses were also discussed with this issue to be raised with the NVS/NTCO.
- 16/24 A more accessible database of GA lines held at the University was to be developed to update and replace an out-of-date list. This was welcomed as it would facilitate sharing and the more efficient use of animals locally and potentially more widely to reduce the transportation of animals.
- 16/25 With regard to the purchase of an integrated unit management software system IT, business and technical leads had been identified and the project for implementation was now underway with anticipated completion during summer 2017.

Review of Schedule of Business

Received AWERC/15/26

- 16/26 The updated Schedule of Business was received for information.

Date of next meeting

- 16/27 1030 to 1230 on Friday 25th November.