Animal Welfare and Ethical Review Body
Un-confirmed Minutes of the 3Rs Sub-Committee Meeting
held on 2 March 2015 in the

Present:

1. **Apologies for absence**
   
   Apologies were received from [redacted].

2. **Minutes of the February Meeting**
   
   The minutes of the previous meeting were approved.

3. **Matters arising from the minutes of the February Meeting**
   
   The Chair [redacted] made the Committee aware of the discussion regarding the posters on refinement and funding with [redacted]. It was confirmed some funding would be made available.

   [checklist]
   - Confirmed the previously suggested website portal for 3Rs information will be a focal point on the new website site. [redacted] is positive in sending information out to technicians and researchers but not to overload them with emails.
   - Suggested the information could go via NACWOs but would need to be targeted information in ‘snapshots’. [redacted] made note to a possible mechanism to be put in place to allow the PIL holders to use the site at least once, ensuring they have access the information. [redacted] added this could be embedded into the Home Office modules and made compulsory by the University. [redacted] will talk with [redacted] on this. It was also suggested PIL holders could be targeted with funding and small prizes.

   - Reminded the Committee the current Agenda is open to be flexible and adaptable month to month.

4. **Project Licence Applications**
   
   [redacted] made it clear, the 3Rs Committee does not need to carry out the same role as the AWERB Standing Committee and should only look at part of the PPL applications if severe and moderate. The Committee could view the sections on 3Rs and Lay Summary. [redacted] added the Committee should only review the severe licences as the Home office is raising current moderate PPLs to severe.

   - Suggested some moderate PPLs should be looked at especially as they could potentially rise to severe and would give the Committee some perspective.
   - Noted certain techniques within licences have been flagged by the Standing Committee and requested to provide more justification as to why this needed to be carried out. [redacted] noted certain aspects need to be reviewed, but the Committee should not become ‘snowed under’ with duplicity. [redacted] requested [redacted] locate numbers on how many severe PPLs there are within the University.

   - Suggested it would be important to view the Retrospective Review alongside the process at this stage, as the PPL holder should be building up an assessment of their work over the 5 years. [redacted] agreed.

   - Made the suggestion to review Retrospective Reviews within the 3Rs
Committee and in doing so would influence future PPL applicants.

explained the PPLs reviewed recently have been good, when looking for evidence that thought processes have been used. However more often than not the appropriate approach isn’t used as they don’t know how to process complex data sets.

suggested if the approach is not correct, the possibility of using too many or too few animals would be apparent. This could be something that could be addressed on either the website or through a workshop.

added that this would not work if too generic and the Committee should instead address issues as they come along and provide support and guidance.

5. Retrospective Reviews
Nothing to report.

6. 3Rs Reports
indicated she would feed in as much information as possible to this Committee, with items coming from AWERB Named Persons and other areas and information that comes out from other areas of research.

suggested the sharing of resources such as tissue samples at present would be improved if there was a mechanism in place specifically for this. Currently non-regulated procedure forms for gaining tissue samples are used.

noted this must come from the top down, to implement this across the whole University.

It was suggested requests could go through the NIO or via a form on the website which would make it clearer to the PPL holders and PIL holders in the first instance.

made reference to the current list of strains which is available to researchers. However the exact names of the strains are not available.

suggested there should be a centrally maintained catalogue collated.

added this could be attached to A-Tune as a new module.

queried whether all samples be frozen down for a future resource. Where it would be available to all.

acknowledged the information seems to be out there, with resources implemented to capture the data.

suggested a SOP could circulate on what to do, to make it easier for all.

added this could be picked up through AWERB and would flag up the new portal on the website, providing information to new PIL holders on how thing work such as the 3R’s.

suggested the facility manager could use this as an induction package, including Committee member information and ‘how to guides’.

indicated “Replacement” should use external experts who carry out a lot of work in this area, with this information being distributed. It would also be ideal to have the technicians feed into the refinement section.

7. AWERB Named Persons Minutes (20/02/15)

noted the Agenda for this meeting will include information from the 3R’s Committee.

raised the paper on ‘tickling rats’ which is to be distributed along with the information on ‘mini pumps’ from the NVS.

The CamTech Care Newsletter will also have a 3R’s section in the next instalment.

8. Any Other Business

discussed the objective of the 3Rs Committee in going forward.

At present the terms of reference will not be reviewed until the Governance Review has been finalised and implemented.

suggested additional members be invited onto the Committee depending on what is being discussed.

noted these could be both external and internal individuals, with attendance possibly twice a year.

raised the possibility of arranging a review at a 3 year period with a section
to direct individuals, in indicating the usefulness the Retrospective Review will be to them in the whole AWERB process.

confirmed the 3Rs Committee would look at reviewing these before the AWERB Standing Committee.

confirmed funding will be available for the 3R’s Committee.

It was suggested a forum was needed for researchers to “chat” regarding a number of areas. noted this would be ideal for sourcing expert techniques within the University.

spoke on the NC3Rs 10 year visions and suggested it be a good time for the Committee to also have a vision, following the Governance Review finish date.

to add the 3Rs diary onto the new website.

made it clear to the Committee she would like to keep the meeting fluid and monthly at present.

9. **Date of the next meeting**

**Wednesday 1st April 2015,**