CONFIDENTIAL

University of Cambridge
Animals (Scientific Procedures) Act 1986
Animal Welfare & Ethical Review Body

Standing Committee

Un-confirmed minutes of the AWERB Standing Committee held at 2pm on Monday 19 January 2015, [redacted]

Present: [redacted]

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

2. The Unconfirmed Minutes of the meeting held on 15 December 2014 were confirmed, following some minor corrections

3. Matters arising from the minutes
   ■ raised under section 2 of the previous minutes, the role of the NVS and NACWO prior to the project licence being submitted to AWERB. ■ confirmed both the NVS & NACWO have given approval for the licence application to be submitted to AWERB prior to the meeting and comment on it beforehand.
   ■ noted under section 6 of the December minutes in relation to the [redacted] licence application and the discussed endpoints, comments were also circulated to the Committee.
   ■ suggested in relation to the Committee members when considering licence applications, it may be good practice to allow them access to the facility where the work would be carried out. ■ to discuss with [redacted] to arrange.
   Under section 5, [redacted] had received the information from [redacted] and would be looking towards writing a paper via the NC3Rs.

4. Correspondence
   Nothing to report.

5. New Project Licence Application – [redacted]
   The Committee were made aware the previous project licence had now expired in November 2014 with the retrospective review only recently received by the Committee. ■ noted she was aware of the response from [redacted] on the retrospective review document and suggested it was due to an administration error within Group C. The Committee took a moment to look over the document.
   ■ introduced the licence application and indicated it was well written. The Committee discussed the following with the applicant;
Retrospective Review:
- Clarification of numbers used
- Clarification on containment, should be level 2

New Application;
- Clarification on the use of neonates
- Sub-cutaneous tumours and how they are monitored
- Sources of funding
- Pilot studies and the obligatory step
- Adverse effects in relation to neonatal surgery & breeding

The Committee requested clarification of the applicants attendance at Quinnenial training. It was noted the applicant is also seeking secondary availability within the Cambridge Institute (CRUK).

[Name] to discuss the various wording changes, in particular the adverse effects section with the applicant. The Committee agreed the licence application could be forwarded to the Home Office for approval following this.

6. Any Other Business
[Name] raised the issue of surgery areas and technicians. It was noted CBS & BRC currently have their own specific surgery technicians who are University of Cambridge staff. [Name] was contacted by a PPL holder on the 23/12 to request the use of the surgical area on the 29/12. [Name] acknowledged it wasn’t a normal working day to which the PPL holder indicated they would bring in another individual who was equally as qualified, but didn’t hold a PIL. [Name] clarified with the PPL holder this was not acceptable, to which the individual indicated this was stopping data being taken and used in a paper. [Name] acknowledged in going forward a group should be arranged to confirm University policy on this one.
[Name] made it clear when a researcher states the risk is to their own PIL, the Vice Chancellor has confirmed this is not acceptable and this is the University line on this.

[Name] provided a partial update on the recent ongoing restructuring etc. from the Governance Review. [Name] confirmed a paper had been drawn up to elaborate on how the process will move forward and would be forwarded to the main oversight group on the 23 January 2015. [Name] noted there would be four groups to look at the changes with the Implementation Oversight Group having overall foresight. [Name] clarified there is around 150 people involved in the restructuring process, with UBSS changing to Biomedical Services. HR will be involved in this process as the 150 employees will be employed by Biomedical Resources and come directly under the Vice-Chancellor.

[Name] spoke on the forthcoming Accumulative Severity Seminar and the recent PPL annual returns. [Name] would produce information to circulate to the Committee. The Committee agreed the HO should clarify the returns and they would seek clarification from [Name].

The Committee agreed to carry on the attendance of the facility NACWOs at the AWERB meeting. However they would be invited when the licence application related to their facility only.
10. Date of next meeting

The next meeting will be held on Monday 16 February 2015.

Signed ………………………………… Chairman   Date …………
(Martin Vinnell)