

Date: Friday, 22/08/25

Time: 1.30pm

To: Committee Members

At: [REDACTED]

Subject: AWERB Operations Committee

Attendees: [REDACTED]
[REDACTED]

Apologies: [REDACTED]

Minutes: [REDACTED]

Mentioned within text: [REDACTED]

1. Matters Arising from the previous minutes

There were no matters arising from the minutes from the meeting held on 18/07/25.

2. Establishment Licence Holder Report/Update

[REDACTED] reported that the Home Office (HO) has recently published a list of reports. The reports include information relating to forced swim tests and Animals in Science Committee (ASC) published reports. The list of reports can be found here. [Animals in Science Committee published reports - GOV.UK](#)

There have been no updates regarding any possible HO audits. There were no licencing updates to report.

3. What is happening in your unit?

a) What is happening with animals in your unit?

[REDACTED] said that the safety project licence still hasn't come back, and the rat work under the previous Safety PPL has stopped for [REDACTED] in the [REDACTED]. The rats are under the care of the Named Veterinary Surgeon (NVS). [REDACTED] reported that cage numbers have increased on [REDACTED]. [REDACTED] said the first Germ Free rederivation has taken place in [REDACTED] which was a new process for that team. The process was unsuccessful this time due to issues with the foster mum. [REDACTED] and [REDACTED] are going to write a report on what was learnt during the process and what can be changed for next time to increase the chances of success. This report will be shared.

4. Overview of Root Cause Analysis (RCA) and Standard Condition 18's (SC18)

[REDACTED] discussed the SC18 report and brought an error to the attention of the committee. [REDACTED] will rectify this mistake, and the correct report will be circulated. The majority of the reports from July were unknown found dead reports.

5. Biofacility Infrastructure

In the [REDACTED] facility [REDACTED] said there have been issues with the safety valves on the steam. These have now been replaced.

In the [REDACTED] facility there are some electrical issues with the cage stations. This is being investigated.

In the [REDACTED] facility there are issues with leaking water pouches. Someone from [REDACTED] has been to look at this and found that they are not sealing correctly. [REDACTED] are looking for a solution to the issue.

6. Health and Safety (RA's, COSHH)

There is a departmental safety audit taking place soon. [REDACTED] and [REDACTED] had a meeting with the safety team who have said that in February 2026 they would like to visit all facilities. The safety team will formally write to the department in November.

[REDACTED] have reported that their respirators can no longer be marketed or used for staff with facial hair.

7. Training and Competencies

[REDACTED] gave an update on training courses. The next Service and Support Staff course is on 8th September on Zoom.

Train the Trainer is on September 16th in person.

Researcher Assessor is on October 14th on Zoom.

Nominated Assessor is on November 4th on Zoom.

There is a Training and Assessment webinar held on 30th October on Zoom. This course is aimed at users who are unsure about training and assessment and would like some support.

A new training refresher course is being launched. This will be a self-guided course on-line.

All training course information can be found on the UBS website. The 2026 training dates will be added to the website in the coming weeks.

When staff are completing the practical handling forms for PIL training, section 8 needs to describe in detail which are the most common injection routes shown.

[REDACTED] will be meeting with [REDACTED] in the coming weeks to discuss the mapping exercise in the technician training pathway.

[REDACTED] asked if the NACWOs should be completing the training DOP with researchers or can it be an assessor in their researchers' group. [REDACTED] said this is currently being discussed and once a decision is made an update will be provided.

[REDACTED] asked about the frequency of the trainer's meetings. [REDACTED] said they are expected to be about 3 or 4 times a year but all NACWOs will be notified.

[REDACTED] asked [REDACTED] about the capabilities of the reports section on MCMS.

8. Any other business



■ asked if everyone taking a poster to the UBS Birthday Celebrations can notify ■ so she can make sure there is enough display space.

Date of next meeting: Friday 19th September via MS Teams, this is an all-groups meeting.