

Date: Friday, 18/08/23

Time: 1.30pm

To: Committee Members

At: [REDACTED]

Subject: AWERB Operations Committee

Attendees: [REDACTED]

Apologies: [REDACTED]

Minutes: [REDACTED]

Mentioned within text: [REDACTED]

1. Minutes

The minutes from 21st July 2023 were approved after a minor change.

2. Matters Arising

A surveyor has been out to meet with [REDACTED] regarding the maintenance issues. The deadline for the surveyor to produce a programme of works is 6th September.

3. Establishment Licence Holder Report/Update

There will be a facility audit on 19th September. The Licence Managers are currently gathering information in preparation. We are unsure which units they will be visiting.

[REDACTED] is now an additional NIO on the PEL.

4. What is happening in your unit?

In [REDACTED] there has been an amendment on the [REDACTED] licence to include scabbing and expected post-microchipping reactions so there should be a reduction in SC18's. There are additional conditions that must be reported to the Home Office which will be reported every month. The [REDACTED] licence is still under review. All the PIL holders are being reassessed for microchipping, however no correlation has been found with a PIL holder.

The [REDACTED] amendment area on [REDACTED] is all going to plan. The proposed date for moving animals in is 6th November. Any designation changes put in before 19th September will be added as part of the audit.

██████████ have one study running now which ends next week and has gone to plan. They are preparing to move the barrier to prepare for fumigation.

██████████ is quiet now. The ██████████ licence is currently being written and all is going ok with germ free.

██████████ have the ██████████ mice transitioning from ██████████.

██████████ have started the dehydration working group which is going well. The next meeting will take place in September. There will be a meeting next week where some of the managers will meet with ██████████ to look at some of the alarm conditions. There was a discussion around how the dehydration situation has improved.

a) What is happening with animals in your unit?

There was a discussion around issues regarding the delivery of animals. ██████████ do not always stick to their journey plan and rats have arrived a day early. There have also been issues with other suppliers such as a box arriving with no water.

b) What is happening with staff in your unit?

██████████ have advertised for an animal technician and there were 3 applicants but none of them had the experience needed. The post will be advertised again in September.

There are currently adverts looking for a service technician which will end on Friday.

c) What is happening with researchers in your unit?

5. Overview of RCA's and SC18's

The Home Office are asking Licence Managers to trial a new form and there are some changes that need to be made to it before it is used, so our own form has been tweaked instead. Names must be given up front now. Forms are to be sent to the Licence Managers and they will fill out the Home Office form up to the point where they feel the changes need to be made. ██████████ will speak to ██████████ about this. Learning cards should be ready for the next meeting.

There were 36 SC18's this month Commonalities included nose bleeds, microchips, tumours exceeding limits. There was a conversation about whether the nosebleed issues could be because of restraint.

6. Non-regulated Procedures

██████████ – apologies for the non-reg being on the old form, the applicant has been asked to amend this. No comments.

7. Biofacility Infrastructure

The humidity control has been fixed. The ██████████ car park needs weeding. Estates employ a contractor, but the contractor say they have been told they are not supposed to do it. There is Hemlock growing and there has been a complaint about this.

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

The Safety Manager advert did not bring any suitable candidates so it will be advertised again in September.

█ has been running Risk Assessment workshops.

9. Training and Competencies

It has come to light that somebody has been receiving Schedule 1 training before they had even enrolled on the 6.3 course.

CPD forms were distributed yesterday.

10. Any other business

None of the links worked for the LAASA guiding principles for Named Persons so please go back to the website an updated version with working links.

█ had a conversation with █ about malocclusion, █ will bring up date to the next meeting. There was a discussion around collecting data of the condition of animals when they arrive so there is an overall picture.

User group meetings are coming up in the next few weeks. █ will be doing the NIO report.

█ attended the first Festival meeting last week. The application for this needs to be submitted in October. It would be fantastic if anyone else wants to get involved.

There is a new contractor handling waste. The waste bedding is being used to fire the furnaces that make cement.

The staff BBQ is next Friday at █.

Date of next meeting: Friday 22nd September, MS Teams, All Groups