



Date Friday, 19/07/2019
Time 2pm
To Committee Members
At [REDACTED]
Subject AWERB Operations Committee

Attendees:

[REDACTED]

Apologies:

[REDACTED]

Mentioned within text:

[REDACTED]

1. Minutes

The minutes from the meeting held on Friday 17th May were approved after minor amendments.

2. Matters arising

None

3. Establishment Licence Holder Report

After incidents of mice fight wounds, it was suggested the NACWOs develop a score sheet with photos collated by [REDACTED]. Permission must be obtained from the PPL holders before photos are taken of their animals and the following information must be recorded; unit, PPL holder, context information, breed and strain of the animal.

Updates have been made to the TOR for [REDACTED] committees which includes the name of this committee being changed to the AWERB Operations Committee.

4. NACWO Reports

[REDACTED] informed the committee that one of the researchers would like a database of weight ranges for ageing studies to ensure end points are clearer. It was agreed that a working group would be set up to start the project, [REDACTED] and [REDACTED] will be work with [REDACTED] to coordinate it.

[REDACTED] enquired if a researcher needs a PPL if they are bringing in animals just for Schedule 1. [REDACTED] agreed to look into it.



■ queried if the ■ could have a CCTV system to monitor pregnant ewes and lambs overnight when no staff are in the unit. ■ suggested using students from the ■ for overnight monitoring. ■ to put a proposal together for ■.

Internal transportation of rodents was queried. ■ advised there are transportation guidelines on the website.

■ confirmed the air flow in the ■ is still not working. The actuators were found to be broken. 3 have been replaced and the other 16 are due to be.

5. Directors Report

■ reported that the new ASPeL will soon be live. The cut-off date will be the 7th August and ■ will be migrated on 14th August. 8 researchers took part in a session run by the Inspectors and IT team and reported positively on the new system. ■ will be providing all PPL holders with an update and instructions.

■ noted that they are still struggling to get information for the PIL reviews. The NACWOs were asked to check for evidence of the PIL holders using all their categories and species.

The Return of Procedures statistics have been published and only information from one licence had been submitted incorrectly.

■ asked ■ to check their unit for any controlled drugs. If any are found, they should be locked away or disposed of by the ■. Controlled drug books should also be kept up to date.

The programme for the ■ conference from 26^h – 28th November has been released and the early bird application is now available.

■ reported that only one work experience student took part this year and was based at the farm.

The ■ will be asked to participate in the work experience scheme next year.

The ■ Summer BBQ will be held on Friday 2nd August.

■ thanked those who attended the ■ open events. The deep clean and fumigation will now take place but for those who still need to attend, they have got a week to do so.

Accidents and incident reports have not been submitted on the most up to date form. The correct documents to use are available on the ■ website and should be sent to the ■

■, ■ and ■. ■ is completing the accident SOP and can include this information.

■ queried the numbering sequence on the forms.

6. NVS Report

The sheep dipping process has been completed and their condition has improved. Bloods have been taken to confirm the sheep are scab free.

■ reported that he'd had discussions with ■ with regards to holding a surgery technician course.

They will look in to getting certification and accreditation and the course would be open to externals.

7. Training Centre Manager's Report

■ reported that as well as the 6 ■ CPD points reported at the last meeting, the Nominated Assessors Course has been awarded 6 ■ CPD points. The Train the Trainer Course has been awarded 4 ■ CPD points and 4 ■ CPD points. A lot of interest has been received externally for both courses.

The next assessors meeting is being held on 1st August but not everyone has let ■ know if they're attending or not. ■ encouraged ■ to ensure assessors do so.



█ advised that no one had yet volunteered to help with the practical session of the assessor's course. This would be a learning opportunity for those that help.

Volunteers are also needed for the surgery practical during EU Module 22 of the PIL Course.

█ has been carrying out more advanced training to █ "super users". These will be people in the units who can help with immediate █ issues.

Access will be restricted to █ from 16th – 20th September except for nominated individuals.

PIL Course practical assessment forms have consistently been returned completed incorrectly. █

asked the █ to encourage those completing the assessments to fill them in properly.

█ suggested that PPL holders sign the personal licence registration forms agreeing to pay for the yearly fee. █ will be reviewing the PIL registration process and will follow this up.

8. 3Rs/Outreach/Openness/Report

█ has received positive feedback following sending out the ROP statistics.

█ and 2 scientists from the █ will be speaking at the █ conference in November.

The team at █ have been asked to be 3Rs champs for their bedding project and will appear on the █ website and in the next Tech 3Rs magazine.

█ is working with █ to amend the size of her design for the rat scratcher.

█ has been recognised as a Leader in Openness. An article will feature in █.

9. Any other business

█ apologised that all the photos submitted for the █ photo competition have not yet been printed. █ will make a slideshow for the next meeting. Everyone who submitted a photo will receive a £10 gift voucher.

█ will be submitting a poster to █, the █ and █ and enquired about the process submission.

10. Discussion Topic/Presentation

None

Date of next meeting: Friday 16th August 2019