

**Date:** Friday, 19/05/23

**Time:** 1.30pm

**To:** Committee Members

**At:** [REDACTED]

**Subject:** AWERB Operations Committee

**Attendees:** [REDACTED]  
[REDACTED]

**Apologies:** [REDACTED]

**Minutes:** [REDACTED]

**Mentioned within text:** [REDACTED]  
[REDACTED]

### 1. Minutes

Minutes from the meeting on 21<sup>st</sup> April 2023 were agreed.

### 2. Matters Arising

[REDACTED] was missed off the attendee list. There was a query over whether [REDACTED] was there, however it has been checked and her apologies were given.

The new flow switch has worked and another 12 have been ordered.  
The valve report is ready, but it has not been sent yet.

### 3. Establishment Licence Holder Report/Update

Meeting with HOLTIF group on Wednesday 24<sup>th</sup> May.

### 4. What is happening in your unit?

#### a) What is happening with animals in your unit?

[REDACTED] are supporting a new user setting up an electrophysiology rig on [REDACTED] and they would be happy to open up the availability for use by other users. An optical table has been received and the microscope has been delivered for two photon imaging. The user [REDACTED] is currently drafting their own project licence but there was a query over whether they have done their PST meeting. [REDACTED] will check. They do not have any animals yet and are just setting up with [REDACTED] from [REDACTED]. They are still supporting [REDACTED] with

cage wash, which is challenging due to having two porters, one of them is currently off. The project to replace the steam generation is ongoing and the end date is predicted to be the end of July, but the feeling is it will take longer.

██████████ have ongoing building work. The builders have been causing a bit of trouble with noise and drilling where they should not be. Some researchers have mentioned that the animals are being disturbed. There was a conversation around the way some colonies are being affected whereas others are not, so the feeling is that it is not necessarily noise affecting the animals. ██████████ will go through this with ██████████ next week. There was feedback to say that next week the noise and vibration monitoring equipment for the railway go in on ██████████ which is very sensitive and will provide data of noise disruption from the railway and the background of the building. The cage count has been dropped. Some double racks with water pouches had been added but these have now been taken out, so it is now back to normal layout of the two rooms. ██████████ have taken quite a bit of surgery on to cover ██████████, which has given the surgery tech on ██████████ some experience. There have been challenges with surgery techniques and the vets were called in. One of the users does their recovery and aseptic surgery on their own and there was a discussion around whether there should be someone to assist and, if they don't use UBS staff, it is policy that the groups can have their own extra pair of hands, but they must be trained by the surgery tech.

There was a question raised about whether the animals were back at ██████████ yet. Some of them are.

A concern was raised about movement of animals and that a researcher will try to move animals between facilities, but the researcher has been told clearly, they won't be able to.

The Colony Management Group have now had two meetings which are well attended, but it is felt that it would be good to have more techs involved. The NVS will add topics to the list.

There was a conversation about how actual severity is recorded on MCMS. ██████████ will bring it to the next meeting to see what other facilities are doing. Also, regarding non-procedural harm and how useful it would be for everyone to score. It is felt this is left over from ██████████ and confuses the researchers. Adding a non-procedural option on the severity dropdown was suggested. During the MCMS training, researchers and technicians are told they need to link the actual severity with the procedure. The Training Centre will put a short course together on actual severity. It was agreed an actual severity DOPS would be useful. An alert can be added to MCMS to remind people to add the severity.

██████████ are working on refining the SOPs to minimise dehydration and to incorporate a swollen hock scoring system within their rooms. There has been an increase in dehydration in some strains post-weaning. The standard process is the valves would be primed once a day in the morning, but now they are being primed twice a day post-weaning which has been relatively successful.

#### b) What is happening with staff in your unit?

New starters: HR Administrator, starts on Monday, UBS Administrator starts, mid-June, ██████████ will be starting her new position of NIO and ██████████ will be taking over as NACWO of frogs for the foreseeable future.

██████████ have offered a senior technician post. ██████████ will be going on maternity leave and ██████████ has been offered the temporary post which will start in June.

█████ will then have a large experience gap for seniors on █████. An internal secondment role has been requested. Two senior technicians on █████ are currently off unwell so █████ are already struggling with some things. Already behind on the PIL handling and schedule 1 training █████ and █████ offered to help with these.

11 people are currently waiting for schedule 1 training. █████ have two new NACWO's added to the PEL, █████ will be taking over the surgery area. █████ has now returned from maternity leave. She had NACWO training before she went on leave.

Recruitment is really slow, and the standard of applicants are low. There have been lots of agency temp/perm on █████ which were good, but the turnover is high. Users are aware that staffing is an issue.

There was a conversation around senior weekend checks. There was a question about whether it is mandatory. This will be investigated further.

### c) What is happening with researchers in your unit?

█████ received a request to pack up animals at the weekend to enable researchers to keep working at █████ to take brain slices. One of the people doing the work is employed full time overseas, so if they did not do the work at a weekend only one person would be able to undertake the work and more animals would need to be used. This was discussed and it was agreed that a vet would check the animals on a Friday and then seniors will pack them and check them. A request has also been received from a videographer from the █████ who want to film interfemoral injections. This might be in Containment █████. █████ has replied to say in principle it is ok but has asked for further information and will check who is carrying out the experiment and competencies. As Containment █████ is shared with █████ they will also have to be made aware. The video will need to be seen before it is sent off and a check will be done to make sure names on folders are not visible in the background.

There was a conversation around age limit emails. MCMS will automatically send an email where animals are approaching the age limit specified on the project licence. If no age limit is specified on the form, then nothing is recorded. Unless specified otherwise, the maximum age limit is 15 months. The licencing team also flag this up with the licence holder.

█████ has started chasing people who are not completing the boxes. The reminders have gone to individual researchers and to NACWO's to remind their technicians.

There is an MCMS user group meeting on 9<sup>th</sup> June. The MCMS team attended the last three meetings to answer questions.

The surgery group do not have attendees from many other UBS facilities. Could other facilities be encouraged to join?

## 5. Overview of RCA's and SC18's

A few weeks ago, there was an issue with an extra email address appearing. The email address that should be used is █████ the template for reports will be updated.

The malocclusion workshop is in draft and will be on Moodle when it is finished.

There will be a page on the website for learning cards. █████ can use the cards when they have the logos on. They can also be distributed to the researchers. It was discussed that the actions

may not be relevant to all facilities, so it was agreed they would not be sent to researchers, just added to website. A discussion will be had whether an explanation needs to be added on the bottom of them.

A question was asked about if an action was advised what would be a realistic timeframe for the group to implement the action. A report can be requested and justifications why they cannot implement the change needs to be in writing. [REDACTED] to support [REDACTED] in speaking to a particular user that has not yet carried out an action.

What is the timeframe for RCA's from fact finding report to when the learning cards are implemented? There is currently a backlog, but this is now being cleared. A timeline will be decided on and then distributed.

Standard Condition 18 reports total = 30

Commonalities: 1 miss-dose, 1 tissue damage, 1 malaria dosed mouse found dead, 2 fish tank health issues, 5 mice 'found dead', 1 trembling, 6 Microchip bruising/haemorrhage/wounds, 4 Tamoxifen (2 OG, 2 i/p), 1 eye concern, 5 tumours, 1 post-surgical procedure, 1 weight gain oedema, 1 nosebleed.

## 6. Non-regulated Procedures

[REDACTED]

## 7. Biofacility Infrastructure

[REDACTED] have been having random power cuts for no known reason. [REDACTED] have been employed to do a survey to find out why transformer one didn't switch to transformer two.

The humidity is back on at [REDACTED] and the surgery has a programme for being painted.

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

[REDACTED] and [REDACTED] are working closely with the group from [REDACTED] to improve the risk assessments coming through from researchers, and also working with others to draft a generic CL2 risk assessment for xenograft work.

## 9. Training and Competencies

[REDACTED] is on sick leave, [REDACTED] is covering [REDACTED] work which means DOPS are taking longer to approve. Let [REDACTED] know if there is anything urgent. [REDACTED] has updated the template.

There was a question about when users have done the Researcher Assessors course will they only be assessing their own group. It was suggested that would be a local decision over whether the researcher would be the best person to assess.

Please continue to promote the Researcher Assessors Course.

## 10. Any other business

Schedule 1 books are only being used for embryos. Embryos can be recorded on MCMS.



There is a responsible animal research training course on 5<sup>th</sup>-8<sup>th</sup> June.

█ has circulated rising CO<sub>2</sub> information and information on compassion fatigue to NVS's but this will be distributed further.

UAR action on importing animals has been sent to NACWO's – urgent action needed.

A paper on refinement of tickling protocols to improve positive animal welfare in rats is ongoing.

█ and █ attended a UAR workshop on harms and benefits for openness last week in London.

There was a question over what the expectations of the justification of the ear notch 14 document. The vets and NACWO can sign and then it can be sent to the Licencing Team for record to feed into AWERB 3Rs.

Regarding project licence review for █, would it be helpful to send a list of the project licences the NACWO's are responsible for? It was agreed this would be useful for new project licences and amendments.

There was a question about whether there is a draft guidance or document that would support the new NACWO's? There is a training course almost ready for PST.

**Date of next meeting: Friday, 23<sup>rd</sup> June 2023, MS Teams**