



Date Friday, 20/11/2020

Time 1.30pm

To Committee Members

At Held virtually using MS Teams

Subject AWERB Operations Committee

Attendees:

[Redacted]

Apologies:

[Redacted]

Mentioned within text:

[Redacted]

1. Minutes

The minutes from the meeting held on 23rd October 2020 were approved.

2. Matters arising

None

3. Establishment Licence Holder Report

[Redacted] reported on the Standard Condition 18 reports received since the last meeting.

4. NACWO Reports

None

5. Director and Deputy Director Reports

[Redacted] noted that he'd like to update the set of interview questions UBS hold and asked for new questions to be sent to him along with which grade they relate to.

[Redacted] thanked all those who have been involved in safe space inspections in the facilities, they went well with a small number of minor action points. It has been noted that some people are still wearing alternative RPE instead of FFP3 or powered respirators. Face fit testing can now take place and the Safety Office should be contacted to arrange this.

There is a global shortage of nitrile gloves and the University is struggling to secure supplies. If a procedure or process is being carried out that does not require nitrile gloves, others can be used if available. The University's supply is also being used by the Covid Testing Centre. [Redacted] noted that the

[Redacted] has nitrile gloves he can share.

[Redacted] and her team were thanked for their hard work on the PIL reviews.

[Redacted] noted that [Redacted] would be making visits on 2nd December. No notifications have been received from [Redacted] about planned facility visits. When inspectors visit a site they will need the most up to date entrance information for Covid controls.

Pre-compliance letters have been received from the Home Office, [Redacted] and [Redacted] have responded.

█ asked for the NACWOs to check their own records on ASPeL if they have a Personal Licence and to ensure their records are up to date.

After the first 200 project licences have been put through the new ASPeL system a review is required. This mark has now been reached so a review will take place in 2021.

A query was raised at an ASRU meeting regarding the process if a technician contracts Covid-19. This happened at a different institution and the decision was made locally to continue working normally. Wearing PPE in a well-managed work space kept the risk of transmission to a minimum. If this happens in Cambridge the local authorities would have to be consulted and therefore it is sensible to keep the systems being used written up in a document which can be provided easily.

LAVA Council have produced an advice note on animal transport in light of potential no BREXIT. The NVSs have this document.

█ is to send out an email reminder regarding leaving phones in lockers while using the Covid Track and Trace app.

█ confirmed the Christmas leave arrangements. █ is drafting an email to be sent to researchers to inform them that the Training Centre and administration office will be closed over Christmas. They will also be encouraged to keep requests for technicians to a minimum.

6. NVS Reports

█ asked if hydrodynamic tail injections should now always be carried out under anaesthesia. It was confirmed they should be.

The Colony Management Group is being relaunched. A Doodle Poll will be circulated to arrange a date for the first meeting.

7. Training Centre Manager Report

█ reported that █ has returned to work full time but asked for her not to be bombarded.

The NACWOs who have helped with exam invigilation were thanked for their assistance.

█ is still available to go into facilities for training and assessing.

The Nominated Assessors Course, Train the Trainer Course and NACWO Course are all running online before Christmas. Enquiries should be directed to █

█ thanked those who have agreed to record an audio interview for the NACWO Course.

8. NICSO Report – 3Rs/Outreach/Openness

█ reported on █ visit to the █.

█ asked the NACWOs if they receive the email notifications from LASA. She will circulate them if they are not being received.

The IAT London branch are running a series of educational webinars, █ will disseminate the information.

9. Any other business

█ noted that IAT Congress will be held virtually in March 2021. Registrations will go live on 1st December and is free to all members. Non-members will be charged £100. The programme is currently being put together.

Date of next meeting: Friday 18th December