

**Date** Friday, 21/05/2021  
**Time** 1.30pm  
**To** Committee Members  
**At** Held virtually using MS Teams  
**Subject** AWERB Operations Committee

**Attendees:** [REDACTED]

**Apologies:** [REDACTED]

**Minutes:** Minutes of the previous meeting were approved

**Mentioned within text:** [REDACTED]

**1. Minutes**

The previous minutes were approved

**2. Matters arising**

This will be the last AOC of this format this is to make better use of the committees time

**3. Establishment Licence Holder Report**

Changes to the Non Regulated procedures requests. Non-regulated procedure forms no longer need to wait for an AWERB date for approval – these will now be signed/approved at unit NACWO/NVS level. They should then be taken to AOC the following month for discussion. [REDACTED] asked if we would be meeting user expectations with regards to turn around time. The teaching and overseas requests still need to come through AWERB first.

[REDACTED] informed the committee that she is looking at setting up a focus group to see if the report on the database can be updated to be more in line with the Home Office report to improve the process of the ROP.

[REDACTED] would like to know of anyone who is involved in the returns process who may be interested in sitting in on the focus group.

Compliance matters: [REDACTED] has received a letter from the HO regarding the weight loss incident. The outcome is that as there were no animal welfare issues. There have been 11 SC18 reports [REDACTED] asked if the committee is happy with SC18 reporting going straight to the HO.

**4. NACWO Reports**

This is an item that will change and, in future, there will be specific items to feedback on to keep the agenda item more focused. [REDACTED] asked if she could have clarification on what the process is with contacting [REDACTED]

[REDACTED] and what her role is within UBS. [REDACTED] informed the committee that she is a rodent import/export coordinator based at [REDACTED]. As part of her role, she will be coordinating all live animal transfers using the [REDACTED] van. The facility managers should contact [REDACTED] to organise the times and date for animal transfers.

[REDACTED] informed the committee that Lufthansa have cancelled all flights to Paris. The only other option is Air France and they have informed people that there is a risk that live animals will be removed from the aircraft to make space for passenger luggage. [REDACTED] asked if [REDACTED] was going to be the coordinator for the whole

of UBS or just [REDACTED]. [REDACTED] informed the committee that once [REDACTED] has settled in to her role it will be reviewed to see if she has the capacity within her role to help other facilities. [REDACTED] ask if the van going to [REDACTED] could be used for animal transport. [REDACTED] advised that it is best to use it for non-animal use.

## 5. Director and Deputy Director Reports

[REDACTED] welcomed [REDACTED] to the meeting in her new role. [REDACTED] informed the committee that after consultation there is currently a transitional period in place. This might possibly last until October 2021. With immediate effect, [REDACTED] is making fundamental changes to the operations of AWERB and ways of operating. Changes to AWERB include refining and refocussing the process with a view to getting PPLs through AWERB as quickly as possible. A letter will be sent to all licence holders early next week informing them of the changes taking place. AWERB standing committees will be staying largely the same. The meetings are booked up until September. There may be extra AWERB meetings scheduled to process PPLs that have small amendments. The possibility of bringing back the virtual amendment committee is being considered. [REDACTED] welcomed any suggestions that may help improve the current processes. [REDACTED] suggested that the applications for secondary availability at the University could be speeded up. [REDACTED] informed the committee that he has some laptops that can be issued to staff and to email [REDACTED] if you would like one. [REDACTED] mentioned the group that got together to get some money to fund the large imaging suite in the [REDACTED] are launching a website next week to advertise that the equipment is now on line and operational. [REDACTED] asked if the link to the site and details of this could be added to the UBS website. [REDACTED] mentioned that [REDACTED] is visiting [REDACTED] next week and [REDACTED] will be taking him round the facilities and introducing him to people. [REDACTED] informed the committee that the University announced this week that they are issuing the agile working guidance. The University is now adopting agile/hybrid working as the new normal working practice.

## 6. NVS Reports

[REDACTED] suggested that this item be removed from the agenda. The vets were asked, if they would prefer it, if they had something to raise or submit it could be submitted prior to the meeting for discussion. [REDACTED] discussed reporting animals found dead. The HO has asked that staff look deeper into the reason behind the animal dying and give more detail about the animal's background.

[REDACTED] asked [REDACTED] if Marshalls have a plan to visit site to re-start the sentinel screening.

[REDACTED] discussed a colony management group strain enquiry list. This is something that is used to input details of animals that are available to be shared. [REDACTED] asked if this is still fit for purpose and if there is any better technology available. [REDACTED] will be looking at sending out a questionnaire to researchers to see if it is working for them and what they would like from it and what could be changed.

## 7. Training Centre Manager Report

[REDACTED] is back in [REDACTED] for PIL exams next week. [REDACTED] has previously asked NACWO's for lists of trainers and assessors. Please can everyone get their responses to [REDACTED] at their earliest convenience if they have not already responded. This is to support changes to MCMS.

## 8. NICSO Report – 3Rs/Outreach/Openness

[REDACTED] attended the [REDACTED] user group meeting; [REDACTED] informed the [REDACTED] committee that he sits on the board of the NC3Rs grants. He said that the animal welfare grants are very underutilised and encourages technicians and NACWOs to make use of these grants and apply for funding. [REDACTED] informed the group of some small project funding on the UFAW website. NC3Rs Tech3Rs May newsletter is out. UAR held an openness meeting and are looking at openness at a higher level and making sure people are more involved to improve transparency of animal research.

## 9. Any other business

[REDACTED] praised the [REDACTED] group who have been very helpful in re-homing their animals and have found new homes for all the animals in the facility.

[REDACTED] shared a presentation showing the MCMS training and competency part of the system and how it is going to work going forward. [REDACTED] is hoping to get all UBS records transferred by mid-July.

**Date of next meeting:** Friday 25<sup>th</sup> June