



**Date** Friday, 22/05/2020

**Time** 1.30pm

**To** Committee Members

**At** Held virtually using MS Teams

**Subject** AWERB Operations Committee

**Attendees:**

**Apologies:**

**Mentioned within text:**

**1. Minutes**

The minutes were approved.

**2. Matters arising**

None.

**3. Establishment Licence Holder Report**

██████████ reported that he has been corresponding with other Establishment Licence Holders across the UK regarding the COVID-19 pandemic. He has been astonished by how well UBS has continued to work through such a difficult time. The University of Cambridge have also been in a better position than others with regard to the number of animals needing to be culled. A letter of support for the testing at the ██████████ has been circulated by the Pro Vice Chancellor. ██████████ wanted to make it clear that this letter should have extended to all those working for UBS at this time.

A University document has been circulated clarifying the difference between PPE and Government advised face coverings. The University has purchased a large number of type 2 surgical face masks and hand gel and it will become to new norm to see these provided in all offices and meeting rooms. It is unclear who will be required to wear face coverings as lockdown eases but the University's Policy coincides with the Government guidelines.

**4. NACWO Reports**

It was queried whether, whilst during surgery, an FFP3 mask would help if 2 metre social distancing guidelines could not be adhered to. It was confirmed PPE will mitigate social distancing in a clinical setting as long as any face masks do not have an outward facing valve.

Discussions took place regarding researchers mouth pipetting.

██████████ asked if ██████████ is available for DOPS assessing in ██████████.

**5. Directors Reports**

██████████ provided a licencing update to the committee. Home Office Inspectors are requesting that non-COVID-19 research remains non-priority with regard to processing licences. Over 100 Personal Licence reviews have been received from the Home Office.

All staff are being encouraged to take their annual leave. A maximum of 10 days is allowed to be carried into the new annual leave year but has to be used by 31<sup>st</sup> December 2020.

██████████ reported that suppliers have requested as much notice as possible for any animal orders. They are offering discounts for those facilities who are forward planning. If anyone would like to benefit from these offers, he has contact details he can circulate. ██████████ confirmed no ordering or breeding requests should be accepted yet. A letter will be sent to researchers on 26<sup>th</sup> May detailing the process for them returning to the animal facilities. They will need to submit their study plans for approval before 2<sup>nd</sup> June and confirmations will be sent after 8<sup>th</sup> June. The NACWOs and facility managers are expected to provide advice to both researchers and UBS regarding the rate of people returning to their units. Any COVID-19 research remains a priority.

██████████ thanked managers for being involved in the planning of the animal facilities re-opening. Staff will return in the next 2 – 3 weeks and researchers will return after that.

The University has entered an employment freeze. UBS will comply to the extent that no new positions will be advertised externally.

██████████ asked if anyone is using a Lickmeter™ ([https://www.coulbourn.com/category\\_s/315.htm](https://www.coulbourn.com/category_s/315.htm)). ██████████ noted that she will ask the ██████████ group.

██████████ asked for progress on the review of the Transport Policy. The NACWOs discussed elements which should be included. A meeting is due to be held with the vets next week and the policy will be circulated afterwards.

## **6. NVS Reports**

The NVSs reported that they are busy with mainly desk work.

The technicians were commended for their social distancing in the units and wearing masks at all times. Anyone showing signs of COVID-19 has self-isolated and not entered the animal facilities.

The NVSs were asked to be fully engaged with the arrangements for returning to the animal units and what PPE is required within each unit.

## **7. Training Centre Manager's Report**

The Home Office PIL Course is up and running online. The PPL Course and the Refresher Course are currently being worked on. The courses are available to register for and access will be given straight away. Unless exam invigilation can take place in the units, exams will be delayed until the Training Centre returns to ██████████.

## **8. 3Rs/Outreach/Openness/Report**

The LASA Spring Forum issue has been circulated.

The Concordat annual report of University openness should be submitted next week.

Norecopa have formatted their website to make meeting availability a lot clearer while they're being held remotely.

██████████ reported on the recent virtual Home Office inspection of ██████████. ██████████ has also received a Governance inspection.

██████████ previously circulated a paper on micro pipetting and asked for feedback.

## **9. Any other business**

None.

## **10. Discussion Topic/Presentation**

None.

**Date of next meeting:** Friday 26<sup>th</sup> June 2020