



**Date** Friday, 22/07/2022

**Time** 1.30pm

**To** Committee Members

**At** [REDACTED]

**Subject** AWERB Operations Committee

**Attendees:** [REDACTED]

**Apologies:** [REDACTED]

**Minutes:** [REDACTED]

**Mentioned within text:** [REDACTED]

#### 1. Minutes

Spelling and grammatical errors were raised. [REDACTED] noted he was in the attendee list but did not attend.

#### 2. Matters arising

[REDACTED] is now the NVS at [REDACTED]. Some room amendments have been approved by the Home Office.

#### 3. Establishment Licence Holder Report/Update

6 non-compliance cases were reported. [REDACTED] has received letters of reprimand due to breaches of the PEL Standard Conditions. He is happy to receive these as it shows the University is being transparent and open. Any Personal Licence errors will result in the licensee being retrained and reassessed.

2 Freedom of Information requests have been received in the past month. One was regarding forced swim tests which do not appear on any active Project Licences. The other was for numbers of animals killed without being used. This information is already on the website.

64 project licences are currently being processed, 22 amendments and 42 new applications.

There are 1086 active personal licences with 37 reviews to complete.

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

It was confirmed that [REDACTED] is now staying open and a small amount of new rodent work may be going in to provide extra income. [REDACTED] has been able to raise some money and the department has underwritten £100,000 a year for the next 5 years which will cover the basics. Estates Management were shown round and confirmed the aviaries would need to be reinforced with metal. The Cichlid users are also staying at [REDACTED].

New CL2 work involving guppies will be taking place at the [REDACTED]. A CL2 room is already established but the system has been amended due to previously housing Zebrafish. The import process has been difficult and has been ongoing for 6 weeks. It is required that the fish are received by the University's facility within 72 hours of being stamped by the vet in the USA. The fish will be rederived for the [REDACTED].

The [REDACTED] has a new user starting in November. He will be doing New World primate and rodent work.

An external contract is being put in place. [REDACTED] should be the first recipients as they have mice in [REDACTED] and will have mice in the [REDACTED] from the 1<sup>st</sup> August.

New discussions are taking place with the current external users at the [REDACTED]. A member of staff has been tasked with finding work for the facility in case the current users leave.

4 Old World primates remain in [REDACTED] along with a handful of rodent cages. [REDACTED] has asked if macaque material can be shared. If [REDACTED] agrees, it can be looked at where this can be shared. 2 horses will be arriving at the [REDACTED] in August. No one has horses on their personal license yet so training will need to be completed.

#### **A) What is happening with animals in your unit?**

It was reported that the survival rate of fry has been coming down at [REDACTED]. The ingredients in the diet have changed so the technicians have trialled half of the fry with the diet from the [REDACTED]. This has caused the survival rates to improve and the fish are now more of a uniform size. The diet will possibly be changed for the adults also. Feedback will be reported to the supplier. The [REDACTED] diet is a third more expensive due to buying it from Germany. The researchers support the change. It was confirmed that the technicians doing the trials would do a poster to report the outcomes. The brine at [REDACTED] is also being looked into.

CW noted his concerns over diet supply. There is currently a national mealworm shortage and deliveries have been erratic. The mealworms have to be live as it encourages foraging.

An export to Turkey recently took place. Despite delays, the animals were fine due to the 4 due diligence bullet points which were implemented for imports and exports. [REDACTED] was asked to send the transportation guidelines to the vets who will add in due diligence questions and bullet points.

#### **B) What is happening with staff in your unit?**

There has been a restructure in the [REDACTED] team at [REDACTED]. 2 posts were advertised for but only 1 has been filled.

It was reported that the quality of the temporary staff is improving. By the end of August there will have been 7 new starters in the past 8 weeks and more starting in the coming weeks.

Interviews will be taking place to fill the vacant HR role.

The Job Centre will be visiting the [REDACTED] to discuss the service technician role. [REDACTED] will also be contacting colleges for recruitment purposes as people have previously been employed via this route.

The Theatre Manager position at the [REDACTED] has been offered. It was suggested that they could get involved with the surgery technicians.

#### **C) What is happening with researchers in your unit?**

[REDACTED] informed the committee that he had to stop a researcher working with animals as he didn't think they were suitable. They were transferred to non-animal work.

The researchers are also having trouble recruiting. It was suggested that this is due to a combination of BREXIT, lifestyle changes and people opting for remote working roles.

It was suggested that the surgery technician meetings could feed back in to AOC. [REDACTED] [REDACTED] currently runs the meetings and [REDACTED] will be attending the next one. The Colony Management group being run by [REDACTED] and [REDACTED] could also feed in to AOC.

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

Learning cards were circulated to the committee. There have been 22 RCAs logged so far but 20 have been carried out. Learning cards have been put together for RCAs which have had feedback from the Home Office. It was noted that company names should not be mentioned on the learning cards. There is a continual process of refinements. Reports are being sent to the Home Office but it is currently taking months to get a response from them. It was suggested that the learning cards could be put in to the newsletter for technicians to review the learning outcomes. All processes will be trialled first before being officially implemented. If the trial is successful then the SOP will be updated.

The Standard Condition 18 reports were reported on. The NACWOs were encouraged to be aware of misdosing issues.

## 6. Non-regulated Procedures

NR2022.77 – [REDACTED]

The amount of funding available should be included. Additional tissues could be shared using the [REDACTED]

NR2022.78 – [REDACTED]

The name is being changed from [REDACTED] and no comments were made.

## 7. Biofacility Infrastructure

Redecoration of the [REDACTED] and offices will be taking place. There are continuing problems with the lift. There is also supply chain issues for parts. The boilers at the [REDACTED] were discussed.

[REDACTED] will be meeting with Estate Management to arrange for [REDACTED] to run a UBS maintenance team with the ability to make some decisions on maintenance work without waiting for EM..

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

[REDACTED] have carried out safety inspections and will circulate the reports. The NACWOS are to be aware that it is their responsibility to conduct safety inspections for their own facility.

PAT testing should be picked up again now the pandemic has passed.

There should be an area within the changing facilities for people who do not want to change in front of others. Inductions should include information on the availability of private changing spaces.

## 9. Training and Competencies

[REDACTED] is available for training and assessing in the facilities. She will be upskilling and will be re-licenced in due course.

It was confirmed all fish and New World primate users are using MCMS. The users at the [REDACTED] are still using paper records and were advised to get in touch with the Training Centre if there are any problems with uptake.

[REDACTED] can be contacted if help is needed to write DOPS. The assessor does not need to be competent in the procedure to assess under DOPS. [REDACTED] will check the DOPS are up to date on Moodle.

[REDACTED] queried the new IAT Level 2 timetable. It was confirmed information will be disseminated shortly.

## 10. Any other business

[REDACTED] will be carrying out an investigation as they have noticed MRIs have been causing swollen legs in mice. [REDACTED] will be investigating and a report will come from it.

A user in [REDACTED] will be buying in lizards for research on their brains. They will be transported then [REDACTED] and a vet will kill them on the day of arrival.

It was queried who has the responsibility for checking the rooms where fish eggs are held. It was suggested the users should be completing record books daily and [REDACTED] should ensure these are kept up to date.

**Date of next meeting:** Friday 26<sup>th</sup> August 2022