



Date Friday, 23/07/2021

Time 1.30pm

To Committee Members

At Held virtually using MS Teams

Subject AWERB Operations Committee

Attendees:

Apologies:

Minutes:

Mentioned within text:

1. Minutes

The minutes from the meeting held on 25th June 2021 were approved.

2. Matters arising

None

3. Establishment Licence Holder Report

It has become apparent that other organisations are concerned with the ongoing Home Office changes, especially the loss of dedicated Home Office Inspectors. Others concerns are the definition of special measures and what guidelines will be given to ensure that adequate harm:benefit analysis will be carried out at AWERB. ■■■ asked if anyone has experienced any major changes subsequent to the transitional period. ■■■ reported difficulty with contact and suggested the advice notes are extended to cover situations currently not included. ■■■ encouraged anyone contacting the HO to use the phrase "if I haven't heard back I will do this". ■■■ reported that the first Establishment Licence amendments have been made and the process now includes extra administrative work. ■■■ asked for continued feedback.

4. Licensing update; SC18; legislation; welfare issues; Home Office inspections

■■■ informed the committee of the Standard Condition 18 reports received since the last meeting.

5. Non-regulated procedures

■■■ noted that any non-regulated procedure forms with concern will now go to the AWERB committee. The forms circulated to this committee have already been approved by the NVS and NACWO and are for the purpose of animal sharing between facilities. ■■■ will sign the forms reviewed by this committee and ■■■ will sign any that go to AWERB.

Referring to the non-regulated procedure forms circulated this month, ■■■ queried whether the procedures could take place in house rather than buying animals in. ■■■ confirmed animals are not being ordered in as the transgenic group have their own colony. ■■■ asked what will happen to the dams, ■■■ will check.

6. Discussion of animal production, care and use; animal accommodation; animal health issues; animal models; animal transport; health screening

A CFA guidance document has been put together by the 3Rs committee and approved by AWERB. This is available on the UBS website for all CFA users.

7. Good practice; training and competencies

██████ asked █████ to let the committee know that all of the UBS trainers and assessors have been shown the training part of MCMS. They have been asked to add at least one member of staff to the system, NACWOs were asked to help facilitate this. The MCMS training section is now being shown to the user groups, they should be encouraged to contact █████ or █████ if they do not have a nominated trainer or super user in their group. █████ will circulate a list of trainers to the NACWOs.

NACWOs should also complete the MCMS training being offered. █████ or █████ should be contacted to register for a session.

Everyone who has not yet started using MCMS should continue to use Camtral.

There will be a change to the IAT registration and funding process. A guidance document will be put together and circulated in the coming weeks.

The next NACWO course will be running during the week commencing 4th October.

█████ thanked █████ and her team for her help with the external student who attended a PIL Course practical assessment.

8. Staffing; management and operation processes

█████ reported that currently only 3 staff members have been 'pinged' due to Covid but could work from home. If anyone has concerns over staffing, █████ should be contacted.

█████ noted that interviews have taken place for a new Named Information Coordinator and an offer has been made.

Interviews have also taken place for the new Licence Manager role. An offer has been made.

9. 3Rs; rehoming; outreach and openness

None

10. Any other business

█████ has written a letter to try to recruit extra lay members for the AWERB committee. █████ will forward this to the Directors of the University for them to share the information. The committee members were encouraged to ask outside of the facilities for anyone who may be interested. █████ suggested █████.

█████ noted one person observed on Wednesday but need as big a pool as possible.

Date of next meeting: Friday 24th September 2021