



Date:	24/01/25
Time:	1.30pm

To: Committee Members

At:

Subject: AWERB Operations Committee

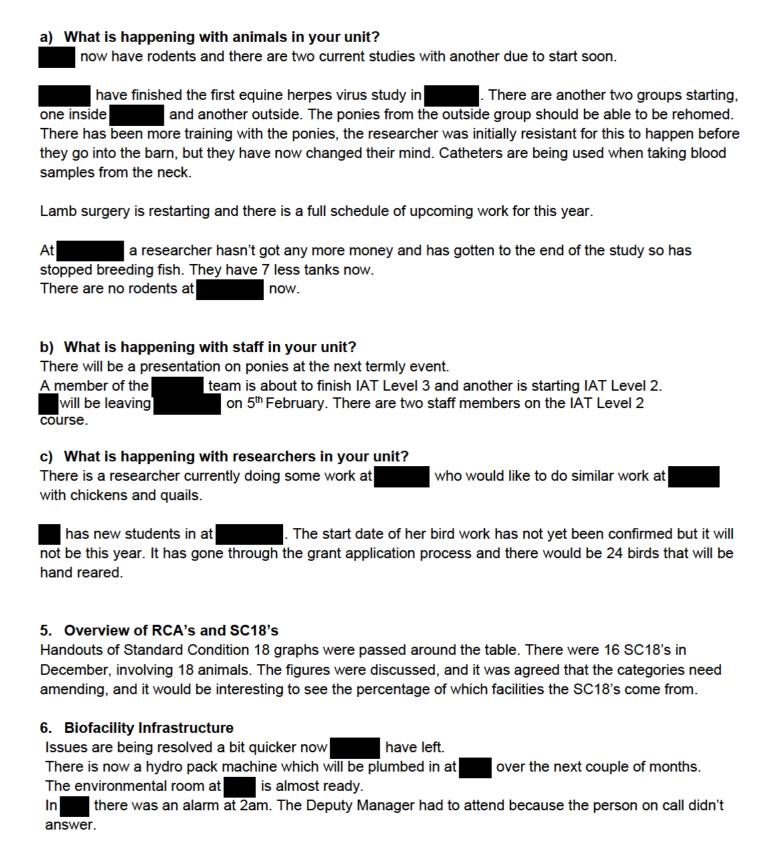
worse when the work is being carried out.

Attendees:
Apologies:
Minutes:
Mentioned within text:
1. Minutes
2. Matters Arising  There was an update on the safety concerns for the diet delivery. A protocol has been drafted to help staff know what to do should something fail, for example the pallet that had shifted on the lorry.
3. Establishment Licence Holder Report/Update The Home Office amended the guidance in December. Please update paper copies if you have them. Chapter 9 has been removed, and the Guidance for Training and Continuous Development under the Animals (Scientific Procedures) Act 1986 should be used instead.
4. What is happening in your unit?  redecoration works are due to finish in February. The ventilation works are progressing slowly because issues are continuing to be found. There have been quotes to move the temperature sensors as they are currently above solid ceilings. Heater batteries need replacing and a lot of plant room work has taken place.
In has a new working computer due to the problems caused by a hacking incident at the clinical school. will be looking at making a poster about the birds.  In want to extend and provide single storey accommodation. The acoustic report has been done, and it looks like the work is going ahead. The bulk of the work will be on the boundary line. The work is due to start in September. There have been incidents of deliveries to the pub blocking access to the facility and pub staff using the facility car park. There is a concern this will get















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

has now visited .

From 31st March, waste will need to be separated into four different bins.

## 8. Training and Competencies

There will be a Colony Management Essentials Training Course aimed at techs and researchers who work with breeding colonies of mice and the aim is to help evidence the requirements of being a colony manager. This is a free online short course and will be ready to go live soon.

There is a training and assessment webinar, the first one will be 27<sup>th</sup> February. It is aimed at research staff, but anyone can attend. It will cover training and assessment, DOPS, who can train and who can assess. There will be a short presentation and then a Q&A. They will run monthly.

Soon there will be Trainer's meetings starting for those that are training in the facilities. Trainers can get together for updates, information sharing and support. Please encourage Trainers to attend.

The first person started the Technician Training Plan in January.

There are now three bank staff, and another will start in February. Bank staff meetings will run monthly on and there will be face to face meetings twice a year.

will be in twice a week to help with training and assessment.

The next Service and Support Staff course is on 30<sup>th</sup> January.

Researcher Assessor course will be on 6th February.

The next Train the Trainer course is on 13<sup>th</sup> February.

Nominated Assessor course will be on 11th March.

There was a conversation about what a reasonable deadline would be for SOPs to be reviewed. It was agreed that two weeks is reasonable and if people can't do it in that time ask them when they can get it finished by.

A position for a Biological Services Operations and Standards Coordinator is going to be advertised.

## 9. Any other business





## **Minutes**

Date of next meeting: Friday 21 <sup>st</sup> February, <b>Section 2</b> , Group 2
are working with to add different species to .
has visited to see how works there with a view to using where possible in .
companies, and it is taking place in .
workshop. We are sending 10 techs and the people from the directorate. There will be 47 exhibiting
will be doing her pony talk. and will be doing a workshop and and will be doing a
has over 400 registered participants, 46 posters and there will be 14 workshops.

