

**Date** Friday, 26/08/2022

**Time** 1.30pm

**To** Committee Members

**At** [REDACTED]

**Subject** AWERB Operations Committee

**Attendees:** [REDACTED]

**Apologies:** [REDACTED]

**Minutes:** [REDACTED]

**Mentioned within text:** [REDACTED]

## 1. Minutes

The minutes for all smaller sub meetings will be approved at the large meeting held on MS Teams every third month.

## 2. Matters arising

None.

## 3. Establishment Licence Holder Report/Update

There are 23 PIL reviews ongoing which is down from over 180. There are 60 project licences being worked on out of 153.

Six heads of the sector met with the minister, the chair of the Animal in Science Committee and [REDACTED] to raise concerns with the Home Office and their current practices. The items to be considered are; clear systems to on-call inspectors for urgent enquiries, inspector advice directly available for licencing advice, unannounced and announced inspections carried out by ASRU inspectors, ASRU to provide accessible avenues for inconsistencies, audits to be done by independent auditors, continue to have inspector visibility and interaction with stakeholder community. The full report will be circulated with the minutes.

## 4. What is happening in your unit?

### a) What is happening with animals in your unit?

The Colony Management group will be picked up by [REDACTED] when she returns from maternity leave. Guinea pigs previously used at [REDACTED] were able to be used for [REDACTED] teaching rather than being bought in. It was confirmed that the guinea pigs will be housed at [REDACTED] until the researcher is ready to use them. The HOLTIF discussion group have been contacted about alternatives for live teaching replacement methods.

The Home Office have sent a pre-action letter ahead of the final review of the auto-watering system flood which lead to pups being found dead. A new flow switch has been installed and there have been no problems since. [REDACTED] are attending a workshop at Avidity in September. [REDACTED] will also be presenting on this at the Agenda symposium in October.

The committee were reminded about the four due diligence questions couriers should be asked. It was queried whether the questions need to be asked to the regular suppliers. It was suggested that a monthly

statement could be given to UBS to ensure minimal standards are being met. A recent import from [REDACTED] took 64 hours, it was queried whether the acclimatisation period would need to be longer. A recent study has shown that the stress levels plateau and do not worsen with the time animals spend travelling.

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

A recent Root Cause Analysis indicated not all technicians knew what to do if they got distracted. Label flipping has been used but it appears everyone has been doing something differently, including users. It was decided that the label is always on the row being worked on but the process is being complicated by users using labels for other reasons. It was suggested that it could be discussed at other AOC meetings. The Home Office have advised that every animal five days post gestation is to be counted daily. The feasibility of counting pups in every AM check was questioned. A university wide approach should be agreed. The [REDACTED] and the [REDACTED] both count pups from three days and they are not recounted until cleaning out. All AOC committees will be consulted before a response is formed. Recruitment levels are still down. Employing Grade 2s is becoming more successful, however they will all need training. Competent research technicians can be used to help with training. [REDACTED] could offer time to train new technicians while they are closing down. The researchers have been made aware that they may be required to carry out procedures themselves while the technicians focus on husbandry. The funding model will need to change to include both commercial and non-commercial work taking place in the units. There are currently eight Service Technician/Porter positions available despite advertising nine times. The union requires the PD33 to be written in a particular way which makes the job sound more science based than it is. Approval is required from the union to rewrite the job descriptions.

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

Most of the researchers have transferred from [REDACTED]. There are four macaques remaining, two will be going in the next few weeks, and a handful of rodent cages.

The Surgery Tech group is being ran virtually by [REDACTED] and the next meeting will be held in September. It was suggested [REDACTED] to nominate somebody from the [REDACTED] to attend meeting.

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

[REDACTED] gave updates on ongoing and new Root Cause Analysis.

25 Standard Condition 18 reports have been sent in since the last meeting.

### **6. Non-regulated Procedures**

#### **NR2022.85 – [REDACTED]**

Additional justification for breeding in-house should be provided. The cost of breeding in comparison to buying in animals was also queried. Confusion on identification should be clarified.

#### **NR2022.86 – [REDACTED]**

[REDACTED] to breed Tac mice is licenced and current.

#### **NR2022.87 – [REDACTED]**

Additional justification should be provided for the use of females. It was queried whether males could be used.

#### **NR2022.88 – [REDACTED]**

The amount of animals should be included. The correct wording should be used for confirmation of death following Schedule 1 killing. The [REDACTED] should be used to inform others when animals will be killed to increase the chance of these being utilised.

### **7. Biofacility Infrastructure**

The most significant project is the [REDACTED] autoclave and cage washing replacement. This will all be finished in the next few weeks and will be operational in approximately a month.

A standardised procedure charge is being implemented across all facilities.

An asset survey will be taking place in [REDACTED] in September. [REDACTED] will send the details to [REDACTED]

A list of equipment in Anatomy is being put together and will be disseminated.

[REDACTED] have been contacted about the insurance inspections of the autoclaves in [REDACTED]. The last insurance inspection took place in March 2021. On their systems they are showing as being signed off until next year. [REDACTED] was advised to check with [REDACTED]. The machine is not being used until the issue is resolved.

[REDACTED] will organise for [REDACTED] (Strategic Planning and Collaborations Manager) to be present at the next AOC meeting.

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

It was confirmed [REDACTED] no longer needs PAT testing unless items are being moved elsewhere.

[REDACTED] are working through the facility safety inspections in the facilities. A new Health and Safety role has been created within UBS. This person can be utilised for training. The role will be advertised once it has been approved by pay and grading.

Training is being developed in house to cover understanding risk assessments and how to work with them. The first lot of training will take place during the week of the 5<sup>th</sup> September. [REDACTED] should be contacted to book.

## **9. Training and Competencies**

The committee were informed that [REDACTED] will be leaving UBS on the 22<sup>nd</sup> September and [REDACTED] will be leaving on the 14<sup>th</sup> October. [REDACTED] will no longer be available for helping in the facilities.

There are only two people who require the 6.3 Course who have not yet booked on. They have been contacted.

The deadline for the next term of IAT Courses is the 16<sup>th</sup> September.

The next NACWO course is being held in September with the live sessions during the week commencing 12<sup>th</sup> September.

The next Service Technician and Support Staff Course will be held in November.

The next Dissection and Sampling Course will be held in January.

The Nominated Assessors and Trainer the Trainer Courses are fully booked for September.

It was confirmed that no funding forms will need to be completed for UBS staff to attend CPD courses from now on. An email will also be sent to all NACWOs.

It was suggested that the Training Centre run an IVC course.

## **10. Any other business**

The Trainers Day will be taking place on the 22<sup>nd</sup> September. There will be catering and parking provided. An email was circulated to NACWOs about the Big Biology Day on 15<sup>th</sup> October at [REDACTED].

[REDACTED] will have a stand to inform the students about careers in animal research. It was suggested information for lay members could be included.

UBS will have a stand at the Cambridge Festival 2023. Any volunteers are welcome.

The NIO and an NVS will be holding 3Rs drop in sessions. They will be going in to each facility and giving a short presentation to drum up interest and initiatives. The first session will be held at the [REDACTED] Institute in September.

UAR contacted UBS as they are looking for more images for their signatory report. They are hoping for images of species other than mice.

Feedback from the UBS Summer BBQ included disappointment over having no dessert and no shade.

**Date of next meeting:** Friday 23<sup>rd</sup> September on MS Teams.