



Date Friday, 30/09/2022

Time 1.30pm

To Committee Members

At Held virtually using MS Teams

Subject AWERB Operations Committee

Attendees:

Apologies:

Minutes:

Mentioned within text:

1. Minutes

2. Matters arising

█ provided an update on the maintenance work taking place at the █.

3. Establishment Licence Holder Report/Update

An ASRU audit will take place on the 10th October. Six working days notice has been given. The audit will be looking at Standard Conditions of the Establishment against the Code of Practice. They will also be sending an inspector to the facilities. The Home Office will be asked if there are particular facilities they would prefer to visit. It was requested that any PPE information is sent to █ as she has been collating all information sent in already. A template will be circulated if anyone would like to do a check of their own facility. ASRU are happy with the Root Cause Analysis reporting and the processes already in place. █ advised she can be contacted if anyone has any concerns.

The most recent ASRU newsletter has been circulated.

New guidance has been shared regarding GA animals. It has been advised that wording can be added to the PEL which will cover all project licences with a standard breeding protocol on. The change has already been made to the PEL and an update will be disseminated.

There has been an FOI request for how many animals were used for experimentations in 2021 and which departments are engaged in animal research. This has been responded to.

4. What is happening in your unit?

a) What is happening with animals in your unit?

Feedback from █ Level 2 RCAs included technicians unsure on how to deal with distractions. One measure in place is flipping the cage label so they know where to return to. It was confirmed other facilities flip cage labels but this is also done for other reasons so they are experimenting with different coloured clips. █ is keen to adopt the same process for all facilities and written in to the SOPs.

Advice was requested regarding study plans. Previously they have covered five years' worth of work and would include multiple possibilities. [REDACTED] is looking to change the process so that each animal has its own study plan but queried how it would cover every eventuality without it becoming too complicated. It was reported that each marmoset has a study plan and although there are amendments, it does work well. [REDACTED] have all animals from one experiment on a single study plan but include multiple scenarios to keep it flexible. Study plans can be shared if it deemed useful.

[REDACTED] attended an Avidity workshop. They spoke to other facilities with auto watering and were able to share experiences. It has helped accept that there is a chance of mechanical failure. Refinements need to be explored and work put in to minimise how often this happens. Bedding, enrichment and smaller handling tunnels can all be looked at.

A discussion took place about the feasibility of counting pups in every AM check. More discussions are needed on this subject, and the Home Office will be asked for clarification on what they require. It was reported that in the past the Home Office have advised they do not expect the cage to be unduly disturbed. If justification can be provided for why the pups cannot be counted then it will be accepted.

b) What is happening with staff in your unit?

Several applications have been received from the Job Centre for porter roles. [REDACTED] are also using a new agency. Two porters have successfully been recruited and more interviews are being held next week.

c) What is happening with researchers in your unit?

Nothing reported.

5. Overview of RCA's and SC18's

When RCA reports are complete and submitted to the Home Office, learning cards will be circulated to AOC. They will also be included in the [REDACTED] newsletter. The Home Office have asked that [REDACTED] continue to submit RCA reports for potential breaches of standard conditions and appreciate the openness and transparency. Slight tweaks have been made to the template and a Corrective and Preventive Action (CAPA) has been introduced to bring them in line with Standard Condition 18 reports. It is possible that the template will be included on the UBS website.

There have been 21 Standard Condition 18 reports submitted since the August meeting but no repeat concerns.

6. Non-regulated Procedures

[REDACTED]
No comments

[REDACTED]
No comments

[REDACTED]
The killing method of the Dam should be included if no alternative is found using 3Rs Search Tool.

[REDACTED]
The use of Rotarod is a regulated procedure if it causes "pain, suffering, distress or lasting harm". A non-regulated form is not applicable if the applicant's Project Licence covers this procedure. The irrelevant funding should be removed.

[REDACTED]
Burrowing is a regulated procedure if it causes "pain, suffering, distress or lasting harm". A non-regulated form is not applicable if this procedure is covered by the applicant's Project Licence. The irrelevant funding should be removed.

7. Biofacility Infrastructure

A rack washer and two autoclaves are ready for installation in the [REDACTED]. Estate Management have provided a programme which indicates functionality by the end of the year.

Reconfiguration work on Level 4 at the [REDACTED] be starting at the end of November. For any outstanding issues with Estate Management, [REDACTED] should be emailed.

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

The University will be looking at how departments manage first aid. This could have a slight impact on the facilities.

A serious accident occurred last month when a building was not fully occupied and therefore had less first aiders. This will need looking in to once guidance from the Safety Office has been received.

Those who attended the risk assessment training were thanked. [REDACTED] have been asked to host the training again and [REDACTED] is keen for all NACWOs and deputies to attend. [REDACTED] was thanked for organising the training.

9. Training and Competencies

Nothing reported.

10. Any other business

The Big Biology Day will be taking place on the 15th October, 10: [REDACTED]
[REDACTED] UBS.

The 3Rs drop in sessions have started and an update will be provided once more have taken place.

The first meeting regarding the 2023 Cambridge Festival will be held on Friday 14th October. Volunteers are needed.

The GLP inspection at the [REDACTED] went well with a few minor comments. [REDACTED] was thanked for his contribution.

A new Senior HR Coordinator has been employed, [REDACTED] started on the 26th September.

The advert for [REDACTED] maternity cover is now live.

[REDACTED] for all her administrative work and minute taking and wished her good luck for the future.

Date of next meeting: Friday 21st October 2022