Minutes

Date: Friday, 17/05/2019
Time: 1.30pm
To: Committee Members
At: [Redacted]
Subject: Named Persons Committee

Attendees: [Redacted]
External: [Redacted]
Apologies: [Redacted]

1. Minutes
The minutes from the meeting held on Friday 15th March were approved.

2. Matters arising
None

3. Establishment Licence Holder Report
[Redacted] noted that no central records of Balai approved registered premises are currently being kept. It was asked that all records are forwarded to [Redacted] to be kept centrally. The [Redacted] will need to be registered. [Redacted] will liaise with [Redacted] to keep the records up to date.
The new ASPeL system is due to go live on 31st August however, some technical issues are still ongoing with the Project Licenses. The system has been working well with PILs and the Establishment Licence. The Establishment Licence has a query feature where you can search for units and people. All Project Licenses with old style numbers will be managed separately as word documents and all current ASPeL licences will be transferred.

4. NACWO Reports
[Redacted] currently remains open as the airflow needs fixing in [Redacted]. [Redacted] currently have a problem with grain weevil.
current have a condition called Sheep Scab. The sheep have been sheared earlier than usual and will be dipped on the 29th May. Organophosphates stay on the sheep for several months so it was queried how staff would handle the sheep.
The one working autoclave in currently has a leak and cannot be used. The autoclaves in the are being used for water. The autoclave should be fixed in the week commencing 20th May. Spot cleaning has been successful so far.
also has no autoclave as the two people who can operate the steam generator are not in work. spoke about how many levels of a contingency plan are needed and asked the committee to think about how the facilities are at risk from the issues with .
reported that left in March and an interim manager is currently in place. A job advertisement has been agreed but not yet published.

5. Directors Reports
reported that the Summer BBQ will be held at on 2nd August. The poster, designed by , will be circulated shortly.
Open days for the will be starting from the 8th July for which transport will be provided from town and . An AWERB meeting will also be held in the building, date to be confirmed.
suggested the name of this committee is changed to include those who are not named people.
There has been some confusion over the respiratory protection needed for . It was agreed that a mask travels with the person but spares are to be kept in each unit and are to be maintained to decrease risk of uncleanliness.
will be returning to work on Monday 20th May and will be resuming his role as it was before.
A card will be circulated for who will be retiring in June after 40 years working for the .
has received 122 PIL Reviews from the Home Office and will be requiring help from the NACWOs. Records should be kept up to date on . Personal Licence holders are only being contacted if these records aren’t up to date.
The and have met to review the health monitoring processes.
noted that the PPL process has been streamlined by being brought in to the central office and is currently being bedded in.
probation has come to an end.
will continue providing support for one day a week until the end of July.
An FOI request has come in for the two current primate licences to be provided in full from Cruelty Free International. It was confirmed Non-Technical Summaries are available without an FOI request.

6. NVS Reports
is working with users to overcome the Sheep Scab issue at the .
reported that they have been pushing for a better standard of Condition 18 reports at the User Group meetings. The Home Office guidance notes advise that those with reoccurring problems should be referred to AWERB. It was noted that the tamoxifen diet is a reoccurring concern. to speak to the AWERB 3Rs committee regarding this.
7. Training Centre Manager’s Report

确认了中心的DOPs评估，对于新员工，应该包括AM/PM检查、动物处理和清洁。到它们的试用期结束至少还需要一个评估，比如断奶、分群、清洁室或称量。

我们要求委员会确保技术人员在9月系统锁定前，记录他们的能力。

志愿者被需要参加指定评估者课程和训练者课程的实用部分。8月7日和8日需要帮助参加指定评估者课程。评估者应该与NACWO确认他们的可用性。

志愿者被需要参加PIL课程EU模块22的实用部分的转学。他们请NACWO确认他们的可用性。

110个DOPs已经编写，700多个评估已经完成，感谢委员会。

指定评估者课程已经授予6个CPD点给IAT，这意味着课程可以在外部参加并收费。培训者的课程已经申请了CPD点，但是还没有确认。LASA也被联系过关于CPD点，我们将会跟进。

与会者表示，随着NACWO会议的召开，有关实验动物健康的检查正在实施。一旦完成，将会在Moodle上发布。

与会者指出，任何独立的群体，如果管理自己的群，但是使用大学的设施，也应该遵守大学的规范。

与会者指出，至少一个单位的代表应该参加Assessors会议。不参加的人员应该提前通知。

我们希望委员会在到达指定人员委员会时，尽量控制噪音。

8. 3Rs/Outreach/Openness Report

将再使用针管的海报发给所有人。如果需要更多的海报，请联系他们。

三位NC3Rs Tech3Rs的新闻将被发送。NC3Rs的视频也被发布在YouTube上。

NC3Rs正在参观，我们很高兴参观者可以参观，看看动物的福利。

Tech Symposium将在10月2日举行。有一个100英镑的奖金给海报的获胜者。NC3Rs为与会者提供奖学金。

Amanda刚刚在IAT Congress赢得了创新奖，她的设计是“Rat Scratcher”

所有Home Office检查员都检查了非手柄使用、再使用针管、标准条件18报告和笼牌。我们要求更新任何最近的检查。

Colony Management首次会议已经召开，并且进展良好。下一次会议将在9月举行。

有人问是否有人使用TAGCentre。反馈是积极的，但是被指出，因为昂贵，不容易使用。被指出，所有人都可能在内部完成所有基因型的分析。
9. Any other business
The Green Impact Team were congratulated on obtaining the silver award.  
[redacted] advised that study plans are now live on the [redacted] database and super users are rolling out one project at a time. [redacted] explained the process. [redacted] has added a box to tick for Health and Safety checks for GA animals which should be in the most recent version.  
Independent security reports have been sent in and shows the [redacted] is still a green risk from animal rights extremists. Main stream animal rights activists continue to advocate no violence but [redacted] assured that the legislation framework has not changed and encouraged any threats to be reported through the systems available.  
Those who completed the Staff Survey were thanked. The data returned shows most people enjoy working for [redacted] but also shows extremities at both ends of enjoyment. [redacted] will be working with the [redacted] and [redacted] to make changes. The data also showed a high percentage of people understood the importance of their role in research.  
[redacted] emphasised how the reputation of [redacted] has grown during the last two years. The [redacted] [redacted] and [redacted] have been approached by other organisations about what [redacted] is doing at the [redacted] regarding the high level of compliance.

10. Discussion Topic/Presentation
None

Date of next meeting: Friday 14th June 2019