

**Date:** 21/02/25

**Time:** 1.30pm

**To:** Committee Members

**At:** [REDACTED]

**Subject:** AWERB Operations Committee

**Attendees:** [REDACTED]

**Apologies:** [REDACTED]

**Minutes:** [REDACTED].

**Mentioned within text:** [REDACTED]

**1. Minutes**

There were no minutes to approve.

**2. Matters Arising**

There were no matters arising from the previous meeting held on 24/01/25.

**3. Establishment Licence Holder Report/Update**

[REDACTED] sent out updates prior to the meeting to the named persons from the HOLTIF Meeting. There were no further updates to discuss.

**4. What is happening in your unit?**

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

[REDACTED] – The meetings with [REDACTED] regarding hock & leg paralysis issues still appear to be fruitless. [REDACTED] are exploring the possibility of telling [REDACTED] or they will no longer keep the animals alive, in the hope this will push [REDACTED] to act. [REDACTED] are discussing doing an overage, but [REDACTED] is not comfortable with this option. [REDACTED] agreed this is not right. [REDACTED] is going to reach out to [REDACTED] to see how she has overcome issues she has previously faced. [REDACTED] is going to organise a meeting to discuss this with others that are experiencing these issues. [REDACTED] said [REDACTED] was experiencing issues, but this has now resolved itself and she breeds her own animals which may have an impact. [REDACTED] explained the bedding has been changed to the Alpha Dri.

[REDACTED] discussed the CO<sub>2</sub> Machine SOP and asked about the dwell time being removed as [REDACTED] is editing the [REDACTED] SOP so it aligns with the manufacturer's recommendations that a 4 minute dwell time is needed. [REDACTED] confirmed he removed this from the SOP for certain procedures and it is

not needed. The dwell time can be changed on the machine. [REDACTED] confirmed it is still used on [REDACTED], but the SOP can be changed to suit the preference of each facility.

[REDACTED] had meeting with [REDACTED] from [REDACTED] regarding sentinels seeding, he gathered lots of information. [REDACTED] is waiting for additional information from [REDACTED] so the sentinel SOP can be completed. [REDACTED] is only giving information that relates to IVC cages.

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

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

[REDACTED] – A researcher has an interview for a big grant to increase the surgery they can conduct. This is with the [REDACTED] lab.

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

[REDACTED] gave an overview of recent SC18 reports.

In January there were 15 SC18's submitted, this involved 31 animals. This is the lowest month for reports a while. The average is around 25.

Reasons for reports were.

- Unexpected adverse effects.
- Unknown or found dead animals.
- KAR

**6. Biofacility Infrastructure**

[REDACTED] had no updates to provide in this meeting. [REDACTED] discussed the animal technician swap happening with [REDACTED]. There will be a technician arriving from [REDACTED] next week. There has been mixed feedback regarding [REDACTED]. There have been complimentary reviews regarding our facilities and animals' welfare processes.

The new water valve roll out in [REDACTED] is in progress and is going well. There are four rooms in total on the new valves and there have been no issues.

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

Staff counselling and Occupational Health have merged. [REDACTED] is continuing to visit facilities. [REDACTED] are now conducting their own H&S audit. [REDACTED] confirmed that [REDACTED] will be starting in the position of permanent Cage Wash Manager from May.

**8. Training and Competencies**

[REDACTED] informed the committee that there are no updates on the tech training programme. The malocclusion training will be at 3 months during the first 6 months of the tech training programme. Colony management training is ready for review. An assessors meeting has been held, the feedback regarding the practical forms for the PIL course has been positive. [REDACTED] and [REDACTED] will be holding training and assessment webinars. These will involve a short presentation followed by a Q&A session. The webinars are primarily aimed at research staff but is open to all. The content of the webinar focuses on who can train and assess and when to arrange this and how to access help. The next train



the trainer course is in April. The next NACWO course is in April. The next assessor course is in March. There are now four bank staff.

**9. Any other business**

█ gave an update on the 3Rs drop in in █. █, █ and █ enjoyed the drop in. █ said it was highly informative, and the staff were very passionate about the work. █ also visited █ breeding rooms.

█ asked if completing the Non-Reg forms as a Word document can be added as a request to the bottom of the form. █ said this can be added.

█ asked if anyone would like to join in with the Cam Fest weekend on 29<sup>th</sup> & 30<sup>th</sup> March.

**Date of next meeting:** 21<sup>st</sup> March 2025 via MS Teams