MINUTES

1. Project Licences
   a) New:

   The committee discussed the following:
   - Further information and context in the Part C: Background section.
   - Further information around devices planned for use in the Part D: Project Plan.
   - Models listed in the Part D: Project Plan.
   - Further clarity required in the Part D: Project Plan.
   - Further clarity required around imaging in the Part D: Project Plan.
   - The recommendation that the 3Rs information included in the applicants presentation also be included in the licence application.
   - The recommendation that specific appendices are referenced within the Part E: Protocols.
   - Further information around the adverse effects within the protocols in regards to clinical signs and end points.
   - Further clarity around references to ‘close monitoring’.
   - The recommendation that specific statements be added to the application in regards to devises planned for use and adverse effects.
   - Further clarity in the Non-Technical Summary.
   - Further information around the typical experience of animals in the Non-Technical Summary.
   - The recommendation that specific sentences in the Non-Technical Summary are re-worded.
   - The committee request the applicant submits an annual report to AWERB that includes details of the work undertaken in the previous 12 month period and reports any adverse effects encountered and actions taken and the achievements that have been made.

   The committee agreed changes should be made before a draft is submitted to the Home Office.

2. Retrospective Reviews [RR]
a) The committee discussed the following:

- The comments from the AWERB 3Rs meeting where this Retrospective Review had already been discussed.
- Severity categories in regards to the Protocols in Section 3.1.
- Further clarification and information required in Section 3.4.
- Further clarification and information required in Section 3.6 in regards to animals sourced and wastage.
- Further explanation in Section 3.7.
- Information regarding the 3Rs in Section 4.
- List the techniques used rather than just the models in Section 4.1.
- Further detail around experimental design in Section 4.4.
- Further detail required in Section 4.5.

b) The committee discussed the following:

- The comments from the AWERB 3Rs meeting where this Retrospective Review had already been discussed.
- Errors in regards to animal numbers reported for Protocol 4 in Section 2.1.
- Actual recorded severity categories in regards to Protocol 1 and 2 in Section 2.1.
- Animal numbers recorded in Protocols 5, 7 and 10 in regards to severity categories.
- Further clarification required in Section 2.3.
- Potential errors in regards to the Standard Condition 18 reports.
- Several typographical errors require amending.

3. Minutes of the AWERB Committee 31/10/18

Minutes were approved.

4. Any Other Business

[Name unknown] informed the committee of the report she had received on the Project Licence 70/7963. The report was for July and August 2018; reported that no animals had been used or experiments performed under this licence in the period reported.

5. Date of next meeting: 28/11/18