Date: Wednesday 26th April 2017
Time: 2pm
At: [Redacted]
Subject: AWERB Standing Committee Minutes

Present:

Scientists in attendance for

Apologies:

1. Minutes
   The minutes were not available for approval

2. Matters Arising
   None

3. Project Licences
   The chair explained [Redacted] intended to change the format used for discussing new project licence applications and this would entail starting off with big questions to technical questions. Checking with lay members that language is understandable. Committee members approved.

   a) New:
   The committee discussed the following:
   - Whether the applicant had included the correct level of detail in terms of writing/terminology.
   - Whether the correct equipment/approach was available and will be used to answer the scientific question posed.
   - Whether information could be provided on what is intended by administration by the inhalation, intranasal and aerosol routes and why these different routes are required and will be used.
   - The recommendation to the applicant to reformat the dose volume and frequency tables e.g. reduce the number of tables to one per protocol.
   - Whether more detail could be provided to describe more clearly the benefits of work.
   - Applicant was reminded to commit to publishing in accordance with the ARRIVE guidelines.
   The committee agreed changes needed to be made

   b) Amendment:
   This licence has already been granted to [Redacted] by Home Office. The Chair reminded members their role is to consider only the proposed amendment, and on this basis provided the following recommendations to [Redacted] The committee did however discuss various
other aspects of this licence.

The committee discussed the following:

- How animal numbers would be established in relation to the proposed amendment and recommended this information be included in the amendment.
- Out of date biofacility information required updating.
- Whether would be willing to make available information stored on his GA mouse database to researchers at Cambridge University.
- Errors to authorities in some protocols were discussed and while outwith the remit of this meeting advice was provided to the applicant that compare standard protocols against the published Home Office standard templates.

The committee agreed changes needed to be made.

4. AWERB 3Rs Committee Minutes 05.04.17
   Minutes were not available

5. AWERB NPC Committee Minutes 17.03.17
   Minutes were not available

6. Matters arising from those minutes and AOB

7. Date of next meeting: 31.05.17