



National Animal Ethics Advisory Committee

Te Komiti Tohutohu Matatika Kararehe ā-Motu

Tikanga hui General Meeting

Rā: 29 July 2021
Tāima: 9.00 am – 3.00 pm

Whaitua o rēhia: Wyndham Garden Hotel
32 Red Oaks Drive, Queenstown

MINUTES

Komiti/Committee: Grant Shackell, Arnja Dale, Bronwen Connor, Craig Gillies, Rob Hazelwood, Jacquie Harper, Mike King, Nita Harding, Rachel Heeney, Dianne Wepa (via Skype for Business).

Nuinga/Attendees: 9(2)(a)

Welcome

G Shackell opened the meeting at 9.15 am and invited R Heeney to perform the opening karakia.

Matangaro/Apologies

None.

Any Other Business Part One (Open to the Public)

No additional items of business were identified for discussion under Part One of the agenda.

Any Other Business Part Two (Public excluded Agenda)

No additional items of business were identified for discussion under Part Two of the agenda.

PART ONE (OPEN TO THE PUBLIC)

O 1. Farewell to retiring committee members

G Shackell thanked retiring committee members B Connor and C Gillies for their work over the last six years and presented them with commemorative plaques.

G Shackell noted that both had joined NAEAC at the same time as he had. Both were active researchers and brought diverse perspectives to the committee.

Professor Bronwen Connor brought extensive experience from an academic science perspective and the contribution laboratory animals made to science. Dr Craig Gillies provided insights from working with vertebrate pests and conducting field research.

B Connor's background brought an examiner's eye to document review, enabling her to detect what was good in the document, but more importantly what was missing. She wrote NAEAC Occasional Publication 13 "*Animal Models and Drug Discovery: How can we improve the outcome*".

C Gillies had the ability to see things that are so obvious others may have missed them. His field work experience helped him to see the detail within the big picture.

Both B Connor and C Gillies brought experience from serving on an AEC to the committee's deliberations.

O 2. Confirmation of previous minutes

The draft minutes of the general meeting held on 11 May 2021 were reviewed. J Harper sought clarification on agenda item O5 – public attendance at meetings. It was confirmed that an open session of a meeting would not follow a closed session.

Moved (M King/J Harper):

That the draft minutes of the meeting held on 11 May 2021 be adopted as a true and accurate record of that meeting.

The motion was put: carried.

Action – 9(2)(a) to post May meeting minutes online.

O 3. Action list review

The committee reviewed the status of actions agreed to at previous meetings. The following updates were provided:

Action 1 – Develop flow chart on the process for veterinary medicine approvals: It was agreed to remove this action from the list. The Agricultural Compounds and Veterinary Medicines (ACVM) Group already runs workshops and provides information on this topic. 9(2)(a) agreed to ask ACVM to draft an item for the next animal ethics committee (AEC) newsletter.

Action 2 – Compliance text and decision trees: It was agreed to move the completion date of this item from December 2021 to February 2022.

Action 8 – AEC approval flowchart: C Gillies confirmed that the Department of Conservation had put the flowchart on its internal intranet page. 9(2)(a) asked committee members if they would like the flowchart added to the AEC induction pack. The committee agreed this was a good idea. It was also considered a good idea to ask MPI Communications to provide analytics on NAEAC publication downloads on an annual basis (to be discussed at the final meeting of the year – November).

Action 16 – Zebrafish advice: 9(2)(a) agreed to follow this up with the Minister's office and suggested that NAEAC could put its advice up on the website. After some discussion, it was agreed that NAEAC write to the Minister about its work programme, noting the advice that was provided in 2020 and the committee's intention to publish a summary of the advice on its website.

Actions:

9(2)(a) **to ask ACVM to write item on veterinary medicine approvals.**

9(2)(a) **to add AEC approval flowchart to AEC induction pack.**

MPI to check with Minister's office about NAEAC's zebrafish advice.

NAEAC to draft letter to the Minister on zebrafish and work programme.

NAEAC to draft item on zebrafish to put on MPI's website.

9(2)(a) **to arrange zebrafish item to go on MPI's website.**

O 4. Conflict of interest register

G Shackell reported that the National Animal Welfare Advisory Committee (NAWAC) had introduced a conflict of interest register to their meeting agenda and asked committee members if they would be willing to do the same thing. The committee had no objection.

Actions:

9(2)(a) **to send out a register for committee members to complete.**

9(2)(a) **to add register to November meeting agenda.**

O 5. Review of NAEAC work programme

The committee reviewed progress with its 2021 workplan that was circulated prior to the meeting. The following updates were provided:

Informed Public Discussion - Section 1.3.1 Provide tool for public to contact NAEAC: G Shackell reminded committee members of the survey that was sent to AECs after the previous meeting to ascertain engagement levels with NAEAC. A copy of the survey results had been circulated prior to the meeting, the key findings being:

- 20 responses in total had been received
- Respondents were aware of NAEAC
- Three quarters of respondents who were new AEC members had received the AEC induction pack
- 85% of respondents had accessed the NAEAC webpage
- 100% of respondents had seen NAEAC publications

- 40% had sought advice from NAEAC
- NAEAC's performance was rated at 80%
- NAEAC's communications were rated as adequate
- 60% of respondents had attended a previous AEC workshop.

Enhance Relationships with AECs - Section 3.1.4 Plan and hold AEC workshop: The committee discussed the possibility of holding next year's AEC workshop in an online format to increase the attendance rate. C Gillies described an overseas conference he had attended that was very successful noting a professional online conference platform had been used to run it. It was noted that the recent Australian and New Zealand Council for the Care of Animals and Teaching (ANZCCART) conference had been held online and participant feedback was very positive.

Robust ethical RTT system - Section 4.3.2 Meet with Independent Reviewers: It was noted that while on the workplan, NAEAC had not met with accredited reviewers this quarter. A Dale described the last time members of NAEAC had met with accredited reviewers. It was at the same time as NAEAC had met with AEC chairs. The committee had been split between the two groups.

O 6. Update from NAEAC subcommittees

The committee reviewed the subcommittee work list that had been circulated prior to the meeting. The work list was broken down into 'current', 'new work', and 'in recess' headings.

The NAEAC membership of the Aotearoa New Zealand Three Rs award subcommittee needed updating as three members were retiring from the committee at the end of the year. R Heeney agreed to join to the subcommittee. A replacement for ^{9(2)(a)} representing MPI would also be needed the next time the award was advertised.

It was agreed to delete the 'NAEAC website/digital presence' subcommittee and the 'standing orders' subcommittee.

The committee discussed AEC training and agreed that a subcommittee was not required for this work because the topic was regularly discussed at AEC workshops. It was agreed that ANZCCART's ComPass training material should be added to the AEC induction pack.

Under 'vets and research' N Harding reported that she would be presenting at the Dairy Cattle Conference later this year to talk about when veterinarians require AEC approval. Next steps for this subcommittee work would be determined after that.

M King mentioned parenting arrangements and whether NAEAC had any position about payment for the service. It was agreed to ask ^{9(2)(a)} to present on this topic at the February 2022 NAEAC meeting.

A new subcommittee responsible for next year's AEC workshop would need to be established. A Dale, M King and J Harper agreed to join the subcommittee.

In relation to rehoming, it was noted that a small number of code holders were already rehoming some of their research animals so had policies in place that could be shared with NAEAC. A Dale noted that the SPCA was also doing some work in this area.

It was agreed to delete all the subcommittees listed in the 'in recess' group. Regarding the remote monitoring occasional paper, G Shackell reminded committee members that this topic has been brought to the attention of NAEAC by Massey University. It could be a potential mini-tutorial topic that could be presented by someone from the Department of Conservation. G Shackell agreed to add this to the information pack he was preparing for the new Chair of NAEAC.

Actions:

9(2)(a) to ask 9(2)(a) to present on parenting from an 9(2)(a) perspective at the February 2022 meeting.

9(2)(a) to add ComPass training to NAEAC's AEC induction pack.

G Shackell to add remote monitoring as a future mini-tutorial topic to induction pack for new NAEAC Chair.

G Shackell to update subcommittee list and recirculate to committee members.

J Harper left the meeting at 11.25 am to attend to other business.

O 7. Update on amendments to Good Practice Guide

R Hazelwood referred committee members to the amended guidelines circulated prior to the meeting. As noted in the memo that accompanied the guidelines the wording of shall/must/should was amended throughout the document to better align with the definitions in section 1.2 and the wording around video conferencing was modified to align with advice recently sent to a code holder.

The committee also discussed whether it should add a section on compassion fatigue or incorporate it into section 4.13.1 or 6.2.1 of the Guide as something AECs should consider. It was agreed that something should be included.

The references to AAALAC International in the Guide, as suggested by 9(2)(a) were not appropriate. It was considered that a better place in the Guide might be under the resources and references section.

Under section 7.4.7 titled, *Fate at completion of projects*, it was agreed to include additional information about rehoming.

Actions:

R Hazelwood to make necessary changes to the Guide.

MPI write to 9(2)(a) from AAALAC.

O 8. Update on euthanasia guidelines

N Harding provided an update on work related to the euthanasia guidelines. Information relating to laboratory rabbits and poultry had been incorporated since the last meeting. C Gillies suggested the tables should be formatted in landscape style. A Dale considered that option 1 (blunt force trauma to the head) and option 2 (shooting) for feral cats and possums caught in live traps should be swapped around. It was noted that author John Cooper had published information on the euthanasia of invertebrates. Reference to code of welfare minimum standards in the guidelines could change when codes were reviewed. This was something to be mindful of.

O 9. Discussion about joint meeting with NAWAC

G Shackell reported he had had some preliminary correspondence with the Chair of NAWAC, Dr Gwyneth Verkerk regarding the joint meeting. Committee members considered a meeting entirely focussed on fish would be of benefit to both committees. The topics for the speakers that NAEAC suggested were:

- 9(2)(a) – fish welfare
- 9(2)(a) – possible suggestion, to do her ‘current state of fish welfare’ presentation
- 9(2)(a) – Massey, fish welfare and developing a code of welfare
- 9(2)(a) – zebrafish advice from NAEAC
- Someone from 9(2)(a) regarding farmed fish welfare standards
- 9(2)(a)

G Shackell agreed to send the above suggestions to NAWAC.

Action – G Shackell to share suggested speakers for joint meeting with NAWAC.

O 10. Feedback from ANZCCART conference

G Shackell invited committee members who were able to attend the ANZCCART conference to provide feedback on their attendance. Those who had attended, considered it to be a great conference and very enjoyable. M King suggested that NAEAC could have given the audience an update on its work programme. This may be something NAEAC could do next time if considered useful by the ANZCCART conference organisers. M King agreed to raise this with 9(2)(a) from ANZCCART. It was also agreed that NAEAC’s AEC newsletter should be forwarded to ANZCCART.

Actions:

M King to talk to 9(2)(a) about NAEAC providing an update on its work programme at a future New Zealand ANZCCART conference.
9(2)(a) to forward AEC newsletters to ANZCCART.

O 11. Feedback from meeting with ANZCCART

G Shackell reported that he had contacted 9(2)(a) about the forced swim test quote from 9(2)(a) referred to at the joint ANZCCART/NAEAC meeting.

The committee discussed putting its own statement on the website about the forced swim test.

The committee agreed that the forced swim test was not an appropriate model for human depression, but also noted that it may have relevance in other studies. NAEAC did support replacing the forced swim test where appropriate with alternatives considering recent public discussion about the topic. Any statement should also include a sentence about the regulatory system governing animal use in research, testing and teaching.

Action – G Shackell to draft statement on forced swim test and circulate to committee.

J Harper returned to the meeting at 12.30 pm.

O 12. Feedback from meeting with AEC Chairs

G Shackell reported on the brief, informal meeting held with AEC Chairs during the ANZCCART conference. The group had discussed:

- success stories that could be shared in the AEC newsletter;
- the forced swim test;
- nasal occlusion for collection of sheep urine; and
- adverse event recording.

It was agreed to set up an AEC Chairs email group.

Action – MPI to set up AEC Chairs email group.

O 13. Update on NAEAC website

9(2)(a) provided an update on the new NAEAC website. To date, MPI had provided copy and stock photos for the website and was continuing to liaise with the developers about style and content. It was noted that once the sites were handed over to MPI there would need to be testing of the sites before they could go live.

O 14. MPI summary of CEC approvals, notifications, and revocations

The summary of CEC approvals, notifications and revocations circulated prior to the meeting was noted.

O 15. MPI update

The MPI update, circulated prior to the meeting was noted.

O 16. Committee members' reports on recent presentations and attendance at conferences

G Shackell invited committee members to comment on recent presentations and attendance at conferences since the last general meeting. The following updates were provided:

- R Heeney had attended a meeting of the 9(2)(ba)(i) AEC;
- G Shackell outlined the reasons he was unable to attend the 9(2)(ba)(i); and
- 9(2)(a) had attended a session on handling media that was run by the European Animal Research Association. The presentation by 9(2)(a) given at the ANZCCART conference titled 'Inviting a journalist into your animal house: a case study in responding to negative press' was noted.

O 17. NAEAC correspondence

G Shackell referred committee members to the correspondence log circulated prior to the meeting. The committee discussed an email received after the log was circulated that related to an individual's concerns regarding cow collars and virtual fences. G Shackell declared a conflict of interest as the person who had emailed the NAEAC mailbox was known to him. N Harding declared a conflict of interest as 9(2)(ba)(i) was the AEC that had considered a research project relating to this technology.

The committee agreed a response to the concerns, and G Shackell agreed to draft a letter to send for review.

Action – G Shackell to draft letter.

D Wepa left the meeting at 1.37 pm.

A Dale reported that the SPCA nominee on the NZeno AEC was going to resign. If there was an issue with the AEC that could not be resolved, then that would be the time for MPI to become involved.

G Shackell asked ^{9(2)(a)} [redacted] about the status of committee appointments. ^{9(2)(a)} [redacted] reported that the Minister would write to advise members of their appointments.

There being no other items of business to discuss, the Chair thanked everyone for their attendance and declared the meeting closed at 1.45 pm.

R Heeney performed the closing karakia.