



# National Animal Ethics Advisory Committee

## The National Animal Ethics Advisory Committee Te Komiti Tohutohu Matatika Kararehe ā-Motu

### General Meeting / Tikanga hui

**Date / Rā:** Tuesday 21 May 2024

**Time/ Tāima:** 09:00 am – 4:00pm

**Venue / Whaitua o rēhia:** The Kereru Room,  
Manaaki Whenua Landcare Research Ltd, Lincoln

### Minutes / Meneti

**Committee / Komiti:** Natalie Waran (Chairperson/Kairuruku), Jessica Walker, Laura Bennet, Janine Duckworth, Jacquie Harper, Mike King, Nita Harding, Rachel Heeney, Dianne Wepa, Joanne Holter

**Attendees / Nuinga:** s9(2)(a)

**Guests / Manuhiri:** None

**Public attendees / Tūmatanui tangata I tae atu:** s9(2)(a)

**Apologies / Matangaro:** None

## PART ONE (OPEN TO THE PUBLIC)

### GENERAL

#### 01. Welcomes and farewells

The meeting was opened at 09:07am. The Manaaki Whenua Landcare Research Ltd host introduced themselves. It was noted that M King and L Bennet would join later as they had teaching commitments.

N Waran called for any other business. J Duckworth asked for the topic of commercial samples to be included on the August meeting agenda.

N Waran called for any updates to the register of interests. No updates were noted.

#### 02. Confirmation of previous minutes

*L Bennet joined the meeting at 09.12am.*

The documents [19.24] was taken as read. No amendments or corrections were noted.

#### MOTION

Moved: ( N Waran / J Walker )

That the minutes dated 26 February 2024 are a true and accurate record.

The motion was put: carried.

#### 03. Status of actions arising from previous meetings

The document [20.24] was taken as read.

N Waran noted action 21 relating to SFFF funding. s9(2)(a) clarified that SFFF is a fund administered by MPI and was not specifically dedicated to 3Rs funding. If a 3Rs project fits the criteria, they could be encouraged to apply. s9(2)(a) noted that a previous Minister thought it could be utilised by 3Rs projects, bearing in mind that incoming Ministers may have new direction. She noted she has also shared this advice with ANZCCART. s9(2)(a) encouraged N Waran to raise the topic of funding in a future meeting with the Minister if she wishes to do so. The committee noted that the historical NAEAC 3Rs Research Grant was disestablished due to availability of SFFF. J Harper agreed that encouraging the Minister to support applications within funding streams is a good path for NAEAC to focus on. The committee agreed to note action 21 as completed and open a new action for N Waran and J Harper to decide on a course to progress. It was noted that SFFF wording on the NAEAC website needs amending.

N Waran spoke to the actions regarding zebrafish. She shared that she has already introduced the subject to the Minister, and the next step is for her to summarise information in a letter to accompany the work programme.

#### 04. NAEAC correspondence

The document [21.24] was taken as read.

J Harper noted she was contacted by a previous ex-colleague that sits on an AEC to discuss impact grading. The Secretariat noted that queries can be brought to general meetings if required, but people should be encouraged to send any queries to the NAEAC inbox to be formally logged and managed within the appropriate process.

## **05. MPI update**

The document [22.24] was taken as read.

s9(2)(a) noted that the restructuring process is still currently underway at MPI. MPI have released documentation with the final structure, however, there are still roles undergoing reconfirmation across MPI so cannot be formally shared yet.

N Waran spoke to the operational research updates. The committee discussed the process for how projects are selected and prioritised, noting potential interest for NAEAC-driven projects. It was discussed that a project plan needs to be written and submitted for consideration by the group that allocates funding. N Waran noted a project around bio-banking and data sharing could be interesting. s9(2)(a) noted the Secretariat can explore the operational research parameters to see if it would be suitable before progressing.

## **06. MPI summary of CEC approvals, notifications, and revocations**

The document [23.24] was taken as read. No comments or queries were raised.

## **07. Subcommittee updates**

### Operation of Part 6.

N Harding shared that the SC had met once since the last general meeting to update the work programme. Key takeaways included:

- The CEC template will need regular review alongside the GPG, which will require coordination with publications SC to ensure documents don't get out of date. It was noted that the new process for the GPG ties in a step to liaise with the Operation of Part 6 SC.
- The SC wish to survey organisations that submit CECs for review for feedback on the process and CEC Application Pack. The SC will review questions to ask closer to the time.
- N Harding is looking to draft an article on non-compliance for the NAEAC newsletter.
- The SC would like for NAEAC to look at ways to strengthen parenting arrangements, even exploring legislative change. N Waran noted that information on this could be strengthened in the GPG in the first instance. The SC could connect with the AgResearch AEC chair on useful guidance to include – considering they host a significant number of arrangements.
- The committee discussed the NAEAC website regarding the openness agreement and linking through to the ANZCCART website. N Waran noted that NAEAC are supportive of the intent and would like to encourage people to look into it. s9(2)(a) updated current work streams on updating the NAEAC website and that this is already being considered.

### Publications

M King noted the documents shared with the committee. The SC are happy with the new robust process for revising the GPG on an annual basis. Occasional papers and the NAEAC blood harvesting guideline are being reviewed as part of the 2024 workplan, looking at their purpose and value. It was noted that an alternative approach could be integrating guidance into the GPG. J Holter noted that all papers that sit outside the GPG also need to be regularly reviewed. The committee discussed the background to the blood harvesting guideline and whether it is NAEAC's place to provide guidance on this. The committee discussed that rather than investing resources to develop guidance material, NAEAC could instead link to other examples for good practice, noting that many situations require AEC engagement and NAEAC are unable to provide concrete advice. N Waran noted that going forward NAEAC may decide there are specific projects to collate information already out there to note on the website that supports NAEAC's objectives, rather than creating new guidance. At this point in time, there is no need to create additional occasional papers, but they can remain on the website with a clear purpose statement. It was noted that s9(2)(a) [REDACTED] and N Waran can discuss pulling together a resource repository.

### Rehoming

N Harding noted that after reviewing available resources existing in this space, the SC feel that no formal NAEAC guideline is required as there is already robust information available that NAEAC can link to on the website. The SC therefore recommend disestablishing the SC as its purpose is thereby completed. The committee agreed, noting the importance of a regular website audit to ensure links are working. N Harding agreed to work with s9(2)(a) [REDACTED] to draft content for the website.

### Mātauranga Māori

D Wepa noted there has been good discussion within the SC around reviewing and summarising papers already existing on the topic. D Wepa has been reviewing this and working on defining the relevance of Te Ao Māori principles in the RTT space. The SC are happy with where this has landed. The next step is drafting the updated section for the GPG, with a focus on stewardship, as well as something for the website.

### 3Rs

The SC updated the new members of the SC as N Harding, R Heeney, and L Bennet. The 3Rs award working group has been established and is meeting on Thursday to start process on the 3Rs award.

*The meeting adjourned at 10:20am.*

*L Bennet, M King, D Wepa, J Holter and R Heeney left the meeting.*

## **08. Manaaki Whenua Landcare Research Ltd Site Visit**

*(Minute takers note: This was an offline agenda item not forming part of the general meeting).*

## **O9. NAWAC update**

*The meeting reconvened at 1:00pm.*

*R Heeney and J Holter joined the meeting.*

N Waran gave a brief verbal update on NAWAC's work programme, including progress on Codes of Welfare and the new updated NAWAC guidelines.

## **O10. AEC Webinar series**

N Waran introduced the item noting a proposed approach for the AEC webinar series. To increase accessibility to the webinars for AEC members, the SC are proposing three webinars over lunch sessions, framed as short presentations followed by discussion and Q&A.

*L Bennet joined the meeting at 1:05pm.*

The SC introduced the three webinar topics. The first would link in discussions on the 3Rs with a presentation on collection of 3Rs data; the second would talk non-compliance reporting and AEC powers; and the third would be to highlight the updated GPG and its relevance for AEC members. The proposed timing would be for 1 hour on Wednesdays at lunchtime to start in August and run every 4-6 weeks.

J Harper noted discussions during the site visits the day before, and that guidance on the purpose of the GPG would be useful. The committee noted they could call for questions from attendees prior to each webinar. The SC agreed to progress the webinar plan as discussed.

## **O11. Workplan 2024-2028**

N Waran noted the draft operational work plan was circulated for approval and will be shared with the Minister for feedback once finalised. The document draws from the strategic plan 2024-2028, breaks down into operational priorities and activities.

N Waran noted some repetition to be worked through to ensure it is concise under strategic priorities 3 and 4.

The Secretariat confirmed that once the work plan is ready, it can be formalised, and the Secretariat can send it to the Minister.

MOTION

Moved: (N Waran / J Harper) that the work programme be finalised and shared with the Minister.

The motion was put: carried.

N Waran read the resolution to exclude the public and thanked public attendees for their interest.

**s9(2)(a)** *left the meeting at 1:26pm.*

**PART TWO (PUBLIC EXCLUDED AGENDA)  
DRAFT RESOLUTION TO EXCLUDE THE PUBLIC**

*Section 48, Local Government Official Information and Meetings Act 1987*

N Waran moved:

A. that the public be excluded from the following parts of the proceedings of this meeting, namely,—

- C 1. Non-human hominid application
- C 2. Advice for veterinarians doing research in NZ
- C 3. On-school farms
- C 4. Accredited reviewers
- C 5. Site visit debrief

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

<b>General subject of each matter to be considered</b>	<b>Reason for passing this resolution in relation to each matter</b>	<b>Ground(s) under section 48(1) for the passing of this resolution</b>
C1	The exclusion of the public from the relevant part of the proceedings of the meeting is necessary to enable the local authority to deliberate in private on decisions or recommendations where it is required to make a recommendation by any enactment.	That the public conduct of the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 48(2)(a)(ii) of the LGOIMA.
C2 – C3	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 48(1)(a)(ii).	The withholding of information is necessary under section 9(2)(f)(iv) of the OIA, and that the public interest is not found to outweigh the need to withhold the information.
C4 – C5	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under section 48(1)(a)(ii).	The withholding of information is necessary under section 9(2)(a) of the OIA, and that the public interest is not found to outweigh the need to withhold the information.

B. N Waran also moved that s9(2)(a) be permitted to remain at this meeting, after the public has been excluded, because of their knowledge of meeting procedure and the subject matter under discussion. This knowledge is relevant background information to assist the committee in its deliberations.

The motion was put: Carried.

**C1. Non-human hominid application**

s9(2)(g)(i)

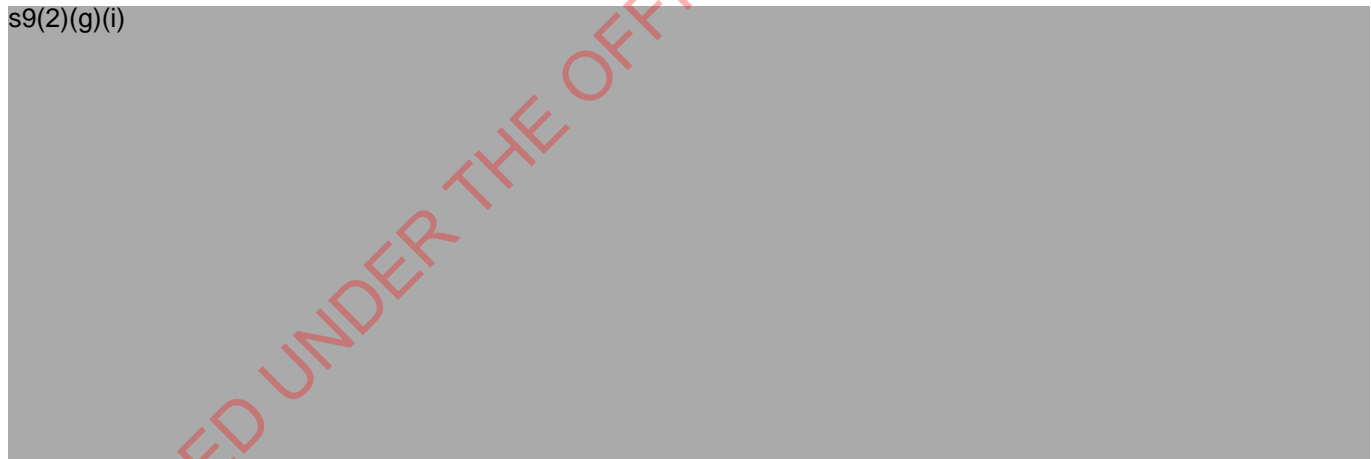
RELEASED UNDER THE OFFICIAL INFORMATION ACT 1982

s9(2)(g)(i)



**C2. Advice for veterinarians doing research in New Zealand**

s9(2)(g)(i)



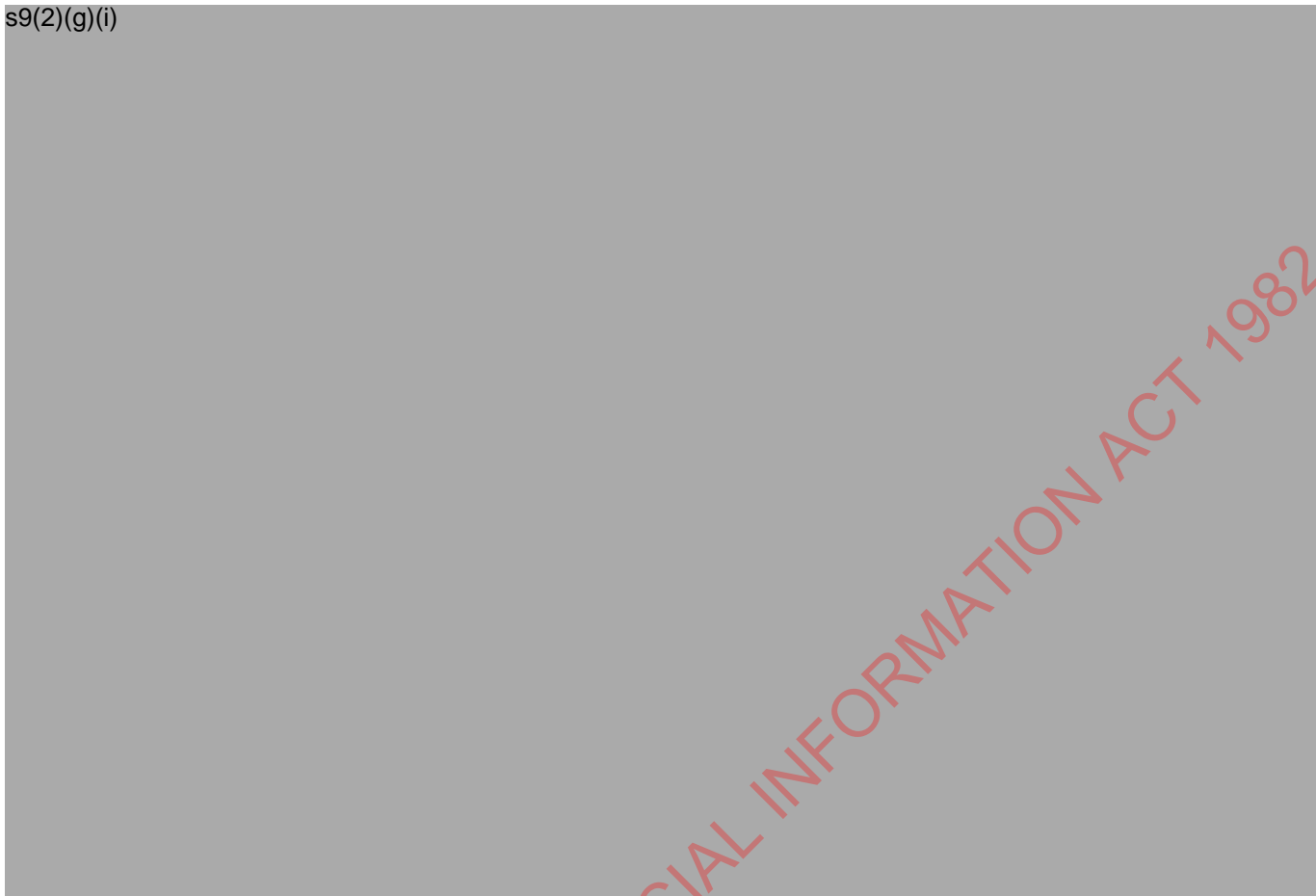
**C3. On-school farms**

s9(2)(g)(i)





s9(2)(g)(i)




#### **C4. Accredited reviewers**

s9(2)(a) informed NAEAC that MPI are looking to recruit additional Accredited Reviewers and encouraged members to recommend any suitable contacts to reach out. s9(2)(a) noted that finding the right people can be challenging as ideally, they would have auditing expertise, alongside other aspects.

#### **C5. Site visit debrief**

s9(2)(g)(i)



N Waran noted that as per normal process, thank you letters would be drafted. Key points would include what NAEAC learned, suggesting ways of showcasing the 3Rs, encouraging

attendance to the ANZCCART conference, and referencing ComPass and the GPG as helpful resources. They would also acknowledge the diversity of research.

N Waran asked the Secretariat to recirculate the AEC meeting allocation schedule, calling the committee to prioritise attendance. She also called on the committee to assist in reviewing the ComPass modules.

The meeting was closed at 3:00pm with a karakia.

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