

### NEAC MEETING AGENDA

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| Date | 8 September 2021 |
| Committee meeting | NEAC meeting |
| Location | Rydges Wellington Airport, Function Room  |
| Meeting time | 9:00am – 4:30pm | Morning tea: 10:45am approx.Lunch: 12:30pm approx. Afternoon tea: 3:00pm approx. |
|  Attendees | **NEAC members**John McMillan (Chair)Elizabeth (Liz) RichardsHope TuparaDana WensleyMary-Anne WoodnorthGordon JackmanPenny HaworthCindy TownsVanessa JordanHansa PatelShannon Te Ahu Hanrahan**Secretariat** Leonie ParminterZoe BengeMirae WilsonKirsten ForrestHayley Robertson |
| Guests | Oakleigh Wetzelberger (Ministry of Health Intern)Neil Pickering (Previous Chair of NEAC)Nic Aagaard (Ministry of Health, Manager)Alastair Higham-Lee (Ministry of Health, Programme Manager) |

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| **Item** |  **Paper** | **Time** |
| 1 | Welcome* Opening comments: Neil and John
* Round of introductions
 | N/A | 9:00-9:45am |
| **Standing items** |  |
| 2 | ApologiesNora Jayne Parore | N/A | 9:45-10:45am |
| 3 | Approval of today’s agenda | N/A |  |
| 4 | Declarations of Interests* Review declarations of interests
	+ New members to email declarations to neac@health.govt.nz
* Declare any conflicts of interest/role regarding today’s agenda and determine how to manage any conflict
 | Item one |  |
| 5 | Minutes of NEAC’s June 2021 meeting: for approval | Item two |  |
| 6 | Actions arising from the June 2021 meeting: for noting | Item three |  |
| 7 | Status of NEAC’s work programme: for noting | Item four |  |
| 8 | Chair’s update | N/A  |  |
| 9 | Secretariat update* Appointments
* Staffing
 | Update provided on the day |  |

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| **Projects** |  |
| 10 | Getting Through Together, Guidelines for a Pandemic: Review of the first draft documentNEAC to:Provide feedback on the draft documentAdvise on changes requiredDiscuss work to be completed before public consultation Secretariat to:* Provide overview of process to date and next steps.
 | Item Five  Cover PaperGetting Through Together, Guidelines for a Pandemic | 11:00-12:30pm |
| 11 | Health and disability research with adult participants who are unable to provide informed consent, and modifications to informed consent *This work item relates to the HDC Report* ‘*Health and disability research with adult participants who are unable to provide informed consent’.* *This work has not progressed due to COVID-19. The papers provided are historical to update new members in preparation for a meeting in November 2021 with the HDC and HRCEC to re-start this work.*NEAC to:Note work completed to dateDecide who will attend HDC and HRCEC meeting on 10 November 2021. Provide direction on content to support a paper and letter to send to new HDC in advance of the meeting. Secretariat to:* Provide overview of process to date and next steps.
 |  Item SixCover PaperHDC ReportLetter to  Minister Salesa | 1:15-2:00pm |
| 12 |  End of Life Choice Act 2019Alastair Higham-Lee to update NEAC on implementation via Zoom | Presentation provided on the day | 2:00-2:30pm |
| 13 | NEAC Ethical Standards NEAC to:Note summary of submissionsProvide direction on what changes from consultation NEAC believes should be made to the Standards Raise any additional proposals to change or add new content to the standards. Secretariat to:* Provide overview of process to date and next  steps.
 | Item Seven Brief on Standards consultation | 2:30-3:00pm |
| **Monitoring and reporting** |  |
| 14 | Report on HDECs: for noting/discussion* Determine data points for new/ongoing reporting for NEAC monitoring
* Update on current status HDECs + appointments
* Update on modernisation project and NEAC involvement.
 | Presentation from Ethics Manager on the day | 3:15-4:00pm |
| 15 | Members’ reports on research papers | N/A |  |
| **Correspondence**  |  |
| 16 | Response from Minister on Gendered Wards: for noting/discussionUpdate: No response from Minister on HDECs appointments. | Item Eight Letter to Minister Little on gendered wardsResponse letter from Minister LittleLetter to Minister Little on HDEC appointments | 4:00-4:15pm |
| **Governance arrangements** |   |
| 17 | Discuss meeting dates* Confirm proposed meeting dates
* 19 October and 7 December 2021.
 | N/A | 4:15pm |
| **Closing items** |  |
| 18 | Work between meetings* NEAC to confirm any in-between meetings or working groups to progress NEAC work programme.
 |  | 4:30pm |