



Kāhui Matatika o te Motu

## NEAC MEETING AGENDA

Date	8 September 2021	
Committee meeting	NEAC meeting	
Location	Rydges Wellington Airport, Function Room – moved to online via Zoom	
Meeting time	9:00am – 4:30pm	Morning tea: 10:45am approx. Lunch: 12:30pm approx. Afternoon tea: 3:00pm approx.
Attendees	<b>NEAC members</b> John McMillan (Chair) Elizabeth (Liz) Richards Hope Tupara Dana Wensley Mary-Anne Woodnorth Gordon Jackman Penny Haworth Cindy Towns Vanessa Jordan Hansa Patel Shannon Te Ahu Hanrahan  <b>Secretariat</b> Leonie Parminter Zoe Bengé Mirae Wilson Kirsten Forrest Hayley 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)	

Item	Paper	Time
1 Welcome <ul style="list-style-type: none"> <li>Opening comments: Neil and John</li> <li>Round of introductions</li> </ul>	N/A	9:00-9:45am
<b>Standing items</b>		
2 Apologies Nora Jayne Parore	N/A	9:45-10:45am
3 Approval of today's agenda	N/A	
4 Declarations of Interests <ul style="list-style-type: none"> <li>Review declarations of interests <ul style="list-style-type: none"> <li>New members to email declarations to <a href="mailto:neac@health.govt.nz">neac@health.govt.nz</a></li> </ul> </li> <li>Declare any conflicts of interest/role regarding today's agenda and determine how to manage any conflict</li> </ul>	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 <ul style="list-style-type: none"> <li>Appointments</li> <li>Staffing</li> </ul>	Update provided on the day	

<b>Projects</b>		
10	Getting Through Together, Guidelines for a Pandemic: Review of the first draft document  NEAC to: <ul style="list-style-type: none"> <li>Provide feedback on the draft document</li> <li>Advise on changes required</li> <li>Discuss work to be completed before public consultation</li> </ul> Secretariat to: <ul style="list-style-type: none"> <li>Provide overview of process to date and next steps.</li> </ul>	Item Five Cover Paper Getting Through Together, Guidelines for a Pandemic
11	Health and disability research with adult participants who are unable to provide informed consent, and modifications to informed consent  <i>This work item relates to the HDC Report 'Health and disability research with adult participants who are unable to provide informed consent'.</i>  <i>This work has not progressed due to COVID-19. The papers provided are historical to update new members</i>	Item Six Cover Paper HDC Report Letter to Minister Salesa

	<p><i>in preparation for a meeting in November 2021 with the HDC and HRCEC to re-start this work.</i></p> <p>NEAC to:</p> <ul style="list-style-type: none"> <li>Note work completed to date</li> <li>Decide who will attend HDC and HRCEC meeting on 10 November 2021.</li> <li>Provide direction on content to support a paper and letter to send to new HDC in advance of the meeting.</li> </ul> <p>Secretariat to:</p> <ul style="list-style-type: none"> <li>Provide overview of process to date and next steps.</li> </ul>		
12	<p>End of Life Choice Act 2019</p> <p>Alastair Higham-Lee to update NEAC on implementation via Zoom</p>	<p>Presentation provided on the day</p>	<p>2:00-2:30pm</p>
13	<p>NEAC Ethical Standards</p> <p>NEAC to:</p> <ul style="list-style-type: none"> <li>Note summary of submissions</li> <li>Provide direction on what changes from consultation NEAC believes should be made to the Standards</li> <li>Raise any additional proposals to change or add new content to the standards.</li> </ul> <p>Secretariat to:</p> <ul style="list-style-type: none"> <li>Provide overview of process to date and next steps.</li> </ul>	<p>Item Seven</p> <p>Brief on Standards consultation</p>	<p>2:30-3:00pm</p>
<b>Monitoring and reporting</b>			
14	<p>Report on HDECs: for noting/discussion</p> <ul style="list-style-type: none"> <li>Determine data points for new/ongoing reporting for NEAC monitoring</li> <li>Update on current status HDECs + appointments</li> <li>Update on modernisation project and NEAC involvement.</li> </ul>	<p>Presentation from Ethics Manager on the day</p>	<p>3:15-4:00pm</p>
15	<p>Members' reports on research papers</p>	<p>N/A</p>	
<b>Correspondence</b>			
16	<p>Response from Minister on Gendered Wards: for noting/discussion</p> <p>Update: No response from Minister on HDECs appointments.</p>	<p>Item Eight</p> <p>Letter to Minister Little on gendered wards</p> <p>Response letter from Minister Little</p> <p>Letter to Minister Little on HDEC appointments</p>	<p>4:00-4:15pm</p>
<b>Governance arrangements</b>			

17	Discuss meeting dates	N/A	4:15pm
	<ul style="list-style-type: none"> <li>• Confirm proposed meeting dates</li> <li>• 19 October and 7 December 2021.</li> </ul>		
<b>Closing items</b>			
18	Work between meetings		4:30pm
	<ul style="list-style-type: none"> <li>• NEAC to confirm any in-between meetings or working groups to progress NEAC work programme.</li> </ul>		