



General meeting information

Date	20 July 2023	
Committee meeting	NEAC meeting	
Location	Online zoom meeting Link: https://mohnz.zoom.us/j/87884021998	
Meeting time	9:00am – 3:15pm	Online meeting with two 15 min comfort breaks and a 30 min lunch break.
Attendees	<p>NEAC members</p> <p>Professor John McMillan (Chair) Shannon Hanrahan (Deputy Chair) Dr Penny Haworth Associate Professor Vanessa Jordan Dr Hansa Patel Nora Parore Rochelle Style Edmond Carrucan Maree Candish</p> <p>NEAC Secretariat</p> <p>Apologies</p> <p>Dr Cindy Towns Dr Lindsay MacDonald Dr Seini Taufu</p>	
Guests	Nic Aagaard, Manager, Ethics	

Table of contents



General Business 9:00am – 9:10am	3
1. Welcome	3
2. Apologies	3
3. Approval of the day’s agenda	3
4. Declarations of interest	3
5. Minutes of NEAC’s 25 May 2023 meeting: for approval	3
6. Actions arising from the 25 May 2023 meeting: for noting	3
6. Secretariat’s Update (presented by the Manager, Ethics).....	3
7. Chair’s Update (presented by the Chair).....	3
Projects 9:45am – 2:00pm	3
8. Standards update	4
9. Therapeutic Products Bill update	4
10. NEAC annual reports	4
11. Research Ethics Reform programme update	4
12. EGAP guidance	4
13. EGAP guidance continued	4
Correspondence 2:00pm – 2:15pm	4
13. Royal Commission of Inquiry into COVID-19 Lessons	4
AOB 2:15pm – 3:00pm	4
Closing items 3:00pm – 3:15pm	5
Declarations of interests	6



General Business 9:00am – 9:10am

1. Welcome

- a. Karakia
- b. Opening Comments

Standing Items: 9:10am – 9:45am

2. Apologies

3. Approval of the day's agenda (presented by the Chair)

4. Declarations of interest (opened by the Chair)

- a. Review declarations of interest
- b. Declare any conflicts of interest/role regarding the agenda and determine how to manage any conflict

Conflict of interest section from NEAC Terms of Reference

1. Members must perform their functions in good faith, honestly and impartially, and avoid situations that might compromise their integrity or otherwise lead to conflicts of interest. They must also be, and be seen to be, independent of the Minister of Health and the Ministry of Health. Proper observation of these principles will protect the National Ethics Advisory Committee and its members and will ensure it retains public confidence.
2. Members attend meetings and undertake Committee activities as independent persons responsible to the Committee as a whole. Members are not appointed as representatives of professional organisations and groups. The Committee should not, therefore, assume that a particular group's interests have been taken into account because a member is associated with a particular group.
3. Members are required to declare any actual or perceived interests to the full Committee. The Committee will then determine whether or not the interest represents a conflict, and if so, what action will be taken.
4. The Chairperson will ask members to declare any actual or perceived interests at the start of each meeting.

5. Minutes of NEAC's 25 May 2023 meeting: for approval (opened by the Chair)

- a. Paper 1

6. Actions arising from the 25 May 2023 meeting: for noting (opened by the Chair)

- a. Paper 2

6. Secretariat's Update (presented by the Manager, Ethics)

7. Chair's Update (presented by the Chair)

Projects 9:45am – 2:00pm



8. Standards update Paper 3	An oral update will be provided by the Secretariat on the Standards update.	09:45am – 10:00am
9. Therapeutic Products Bill update	A verbal update on the Therapeutic Products Bill will be provided.	10:00am – 10:15am
10. NEAC annual reports Paper 4 – cover paper Paper 4a – 2021 annual report Paper 4b – 2022 annual report	The annual reports for NEAC for 2021 and 2022 will be presented to the committee for their approval.	10:15am – 10:45am
11. Research Ethics Reform programme update	A short update will be provided on the survey conducted as part of the Research Ethics Reform programme	10:45am – 11:00am
<i>Comfort break (11:00am - 11:15am)</i>		
12. EGAP guidance Paper 6 – cover paper Paper 6a – Draft EGAP report (2022) Paper 6b – EGAP consultation – summary of responses (2023)	A facilitated session will be run to obtain the input of the Committee on the revision of the EGAP guidance.	11:15am – 12:15pm
<i>Lunch break (12:15pm – 12:45pm)</i>		
13. EGAP guidance continued	Facilitated session continued	12:45pm – 1:45pm
<i>Comfort break (1:45pm – 2:00pm)</i>		

Correspondence 2:00pm – 2:15pm

13. Royal Commission of Inquiry into COVID-19 Lessons

- a. Letter from Commission requesting NEAC’s input and an invitation to meet (Paper 7)
- b. Response from the NEAC Chair (Paper 7a)
- c. Attachments to letter (Papers 7b, 7c and EGAP Summary of submissions (provided under item 6)

AOB 2:15pm – 3:00pm

14. AOB

- a. Clinical trial compensation
- b. Transparency in HDEC minutes and annual reports



Closing items 3:00pm – 3:15pm

15. Work between meetings

- b. NEAC to confirm any in-between meetings or working groups to progress NEAC work programme.
- c. Karakia (provided at under item 1)



Declarations of interests

Member	Declarations of interests
John McMillan	<ul style="list-style-type: none"> • Member of the National Screening Advisory Committee • Editor in Chief of The Journal of Medical Ethics • Professor at the Bioethics Centre, Dunedin School of Medicine, University of Otago
Vanessa Jordan	<ul style="list-style-type: none"> • Senior Research Fellow, University of Auckland • New Zealand Cochrane Fellow • Associate Director Cochrane New Zealand • Member Cochrane Council • Member and Chair of Cochrane Conflict of Interest Panel • Expert reviewer NZ Heart Foundation • Director MSDocs Ltd (owns a primary care practice)
Penny Haworth	<ul style="list-style-type: none"> • Honorary Research Fellow (Institute of Education, Massey University) – Appointed for 3 years from June 2019 • Member of TESOLANZ (Teachers of English to Speakers of Other Languages) • Volunteer with ELP (English Language Partners), providing English assistance to new migrants and refugees • Member of NZ Property Investors
Hansa Patel	<ul style="list-style-type: none"> • Research applicant for study approved by HDECs (18/CEN/18) • Ministry of Education • Visiting Scholar, Victoria University of Wellington • Volunteer client interviewer, Citizens Advice Bureau, Lower Hutt
Shannon Hanrahan	<ul style="list-style-type: none"> • Member of the New Zealand Health Practitioners Disciplinary Tribunal • Member of the Faculty of Public Health (United Kingdom) • Director of Praxis Health Limited • Chair of KŌ Kollektive Trust • Chair of Moetangi Land Trusts • Member of the New Zealand Mental Health Review Tribunal • Member of the Advisory Committee on Assisted Reproductive Technology
Nora-Jayne Parore	<ul style="list-style-type: none"> • Research Fellow – Health Services Research Centre, Victoria University of Wellington • Health Research Council NZ Clinical Research Training Fellow funded for thesis. Title “He Tono Whakapiki Ora: Whānau and Pharmacists’ knowledge exchange” • Research Team Member – ‘Te Puna Rongoā: Achieving Medicines Access Equity for Māori – Pharmacists’ role’ (funded by PHARMAC and HRC) • Member – Ngā Kaitiaki o Te Puna Rongoā o Aotearoa, The Māori Pharmacists’ Assn Inc • Member – Inaugural Te Pātaka Whaioranga PHARMAC Māori Advisory Rōpū
Rochelle Style	<ul style="list-style-type: none"> • Member of the Artificial Intelligence Governance Group, Waitemata District Health Board (July 2021 – present) • Discretionary Beneficiary of a Trust, which holds shares in some pharmaceutical and health care companies. (Further details available on request). No equities held personally



	<ul style="list-style-type: none">• Appointed to a COVID-19 Algorithms Governance Advisory Group for the Ministry of Health/Precision Driven Health, March 2022• Member of AI and Algorithm Expert Advisory Group for Ministry of Health• Consultant on several projects in the fields of genetics/genomics and digital pathology
Edmond Carrucan	<ul style="list-style-type: none">• Former Lecturer in Te Piringa – Faculty of Law at the University of Waikato• Former Rōia Rangatahi for Te Hunga Rōia Māori o Aotearoa
Lindsey MacDonald	<ul style="list-style-type: none">• Research Fellow at Ngāi Tahu Research Centre• Senior Lecturer in the Department of Political Science and International Relations at the University of Canterbury• Co-Chair of Aotearoa Research Ethics Trust
Maree Candish	<ul style="list-style-type: none">• No declarations
Seini Taufa	<ul style="list-style-type: none">• Requested