

**SELECTION CRITERIA FOR MEMBERSHIP OF AUSAWAC WORKING GROUPS**

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## INTRODUCTION

In October 2011, the Minister for Agriculture, Fisheries and Forestry appointed a new Australian Animal Welfare Advisory Committee (AUSAWAC) to advise him on animal welfare issues of national significance. This Committee replaces the previous National Consultative Committee on Animal Welfare and the Australian Animal Welfare Strategy Advisory Committee in line with recommendations from the Review of the Australian Animal Welfare Strategy 2009 by Bruce Gemmill on progress against the National Implementation Plan (AAWS/NIP) for phase 1 of the strategy. (*AUSAWAC's Terms of Reference are appended to this document for information*).

Recommendations were also made on 'refreshing' Working Groups to support the AUSAWAC during Phase 2 (2011-2015) of its operation. Working Groups operate under the guidance and governance of the AUSAWAC. The purpose of this document is to provide information on Working Groups Terms of Reference, selection criteria and modus operandi.

## OVERARCHING PRINCIPLES IN CONSIDERATION OF WORKING GROUP MEMBERSHIP

Working Groups are the primary source of information on matters that relate to their sector. They will achieve their goals by co-opting additional expertise as necessary and have the opportunity to consult with peak bodies. The AUSAWAC approves membership of each Working Group.

There are nine AUSAWAC Working Groups. These are made up of six Sectoral Working Groups and three **Cross Sectoral Working Groups**.

### Sectoral Working Groups

1. Livestock and Production Animals;
2. Companion Animal;
3. Aquatic Animals;
4. Animals Used in Research and Teaching;
5. Animals Used for Work, Recreation, Entertainment and Display; and
6. Animals in the Wild.

### Cross Sectoral Working Groups

Three cross sectoral Working Groups provide tactical advice on common issues. These groups are:

1. Communications;
2. Education and Training; and
3. Research and Development.

## SECTORAL WORKING GROUPS

**Sectoral Working Groups** operate under the guidance and governance of the AUSAWAC within their respective sector, as per the Working Group Terms of Reference to:

- advocate and drive the implementation of the Australian Animal Welfare Strategy (sectoral action plan);
- foster the involvement of the full spectrum of opinion in animal welfare in the development and implementation of the Australian Animal Welfare Strategy with respect to their sector;
- develop advice and recommendations for the AUSAWAC on nationally significant animal welfare issues; and
- monitor, review and report progress against sectoral action plans and animal welfare outcomes.

Sectoral Working Group members are invited to participate on the basis of their skills and knowledge or expertise and networks, with appointments to be reviewed as necessary to ensure appropriate sectoral coverage to progress implementation of the AAWS/NIP 2010-14. Members will be appointed on the basis of individual merit and expertise, as well as their ability to represent the views of particular organisations or sectors. The AUSAWAC are mandated to review individual membership of the groups to ensure effective collaboration and successful delivery of the sectoral action plans.

Sectoral Working Groups will be of a size and structure appropriate to address their terms of reference. Groups should include members with the following skills or backgrounds:

- a government jurisdictional representative with links to their respective Animal Welfare Committee member;
- animal advocacy sector organisation representation;
- relevant veterinary, animal health and/or animal welfare skills; or
- relevant sectoral peak bodies covering the key animal-user groups that make up the sector.

Should the nominated AUSAWAC Working Group member be unavailable to attend a meeting/teleconference, they may nominate a proxy from their sector/representative organisation. This person may attend in their place for that meeting only and must be approved by the AUSAWAC Working Group Chair prior to the meeting.

### **CROSS SECTORAL WORKING GROUPS**

The Cross Sectoral Working groups incorporate collective skills from members chosen from across the Sectoral Working Groups plus additional expert members as appropriate. Members are chosen by the AUSAWAC for their skills and knowledge and to provide links across all Sectoral Working Groups.

The Cross Sectoral Working Groups will be of a size and structure appropriate to address their terms of reference. Groups should include members with the following skills or backgrounds:

- a government jurisdictional representative;
- cross representation from AUSAWAC Working Groups;
- relevant skills and experience pertaining to their respective Cross Sectoral Working Group's focus (e.g. educators, trainers, communications expert, researcher).

Members of both Sectoral and Cross Sectoral Working Groups are selected by the AUSAWAC on the following criteria, explained in detail on pages 4 and 5:

1. representing the stakeholders
2. capacity to communicate
3. qualifications and experience
4. capacity to contribute
5. availability
6. constructive participation.

# SELECTION CRITERION FOR AUSAWAC WORKING GROUP MEMBERS

## 1. REPRESENTING THE STAKEHOLDERS

Nominees should ideally represent a key stakeholder group or be a recognised leader or spokesperson in their field.

Nominees must consult effectively with their stakeholder networks so that they are able to articulate the concerns and aspirations of the sub-sector they are representing (such as a particular scientific field). In selecting the nominees, the following factors are considered;

- *Stakeholder or industry group being represented or affiliated;*
- *Position the nominee holds in their organisation; and*
- *Evidence that can be provided by the nominee to show they are considered a representative of the relevant sector.*

## 2. CAPACITY TO COMMUNICATE

Nominees must be able to effectively liaise between the Working Group and their own organisations and networks in order to keep their sector up to date with the business and achievements of the Working Group. They will need to be able to efficiently and effectively communicate information and, through their advocacy roles, bring back information and issues raised by their organisations/networks to the Working Group.

Nominees must be a part of a network for communication purposes. For example, they may be an active member of a relevant volunteer organisation. They may have access to local communication networks and processes (email lists, newsletters, meetings, events and other gatherings).

Larger and regular distribution networks will be looked upon more favourably, as will use of methods that allow prompt and direct dissemination of information and feedback. In selecting nominees, the following factors are considered:

- Commitment by the nominee to regular communication with the AAWS sectoral stakeholders: and
- Method(s) they will use to disseminate information to stakeholders. E.g:
  - Email list
  - Meetings
  - Newsletters or notices.

## 3. QUALIFICATIONS AND EXPERIENCE

Nominees must be able to demonstrate qualifications or experience in one or more issues or areas relevant to their Working Group sector.

Nominees may be representatives of organisations directly involved with the sector of the Working Group for which they are being considered as a member, or have particular skills, expertise or scientific recognition of relevance to the AUSAWAC Working Group terms of reference.

## 4. CAPACITY TO CONTRIBUTE

Nominees must be able and willing to commit to the role and responsibilities of the Working Group, as directed by the AUSAWAC, and actively participate in the business of the Working Group.

Relevant factors in consideration of nominees, their capacity, and commitment to the workload required include:

- attending each meeting;
- reviewing and endorse minutes of meetings;
- communicating with stakeholders and the broader community;
- verbally reporting to the Working Group on communication activities;
- reviewing and commenting on correspondence;
- reviewing and commenting on reports and plans;
- providing information to Working Group on relevant issues; and
- providing input on the selection of the preferred options.

## **5. AVAILABILITY**

Nominees must be available and willing to meet regularly throughout the year.

Up to four meetings are proposed to be convened. These will comprise of three teleconferences and one face-to-face meeting. There will be an additional face-to-face meeting in conjunction with the national workshop.

Should the nominated AUSAWAC Working Group member be unavailable to attend a meeting/teleconference, they may nominate a proxy from their sector/representative organisation. This person may attend in their place for that meeting only. Before electing their proxy, and prior to the meeting, members must consult with the AUSAWAC Secretary regarding their proposed nominee. The Secretary will seek the approval of the Working Group Chair and advise the member of outcome. The Chair will give final approval for the election of the proxy standing in for that meeting only.

## **6. CONSTRUCTIVE PARTICIPATION**

Once selected as members, nominees must be able and willing to commit to working constructively and cooperatively as a part of the Working Group and to fulfilling their role as laid out in the AUSAWAC Working Group terms of reference and engagement.

Nominees must be familiar with these terms of reference and the code of conduct and be able to commit to these conditions and expectations.

Nominees must demonstrate the ability to work to provide a balanced view on animal welfare matters by ensuring views of all stakeholder groups are taken into account when providing final advice from the group.

# AUSTRALIAN ANIMAL WELFARE ADVISORY COMMITTEE TERMS OF REFERENCE

## INTRODUCTION

The Australian Government recognises the importance of animal welfare and has committed approximately \$1 million per year from 2010–11 to 2013–14 to implement the Australian Animal Welfare Strategy. The AUSAWAC has responsibility for providing oversight for the strategy and its implementation, setting the broad direction, making recommendations regarding project funding and resource use, and delivering advice to the minister and the Department of Agriculture, Fisheries and Forestry on current and emerging animal welfare issues of national or strategic significance.

Membership of the AUSAWAC is on the basis of skills and knowledge, rather than representation of a particular sector, organisation or industry. Collectively, the AUSAWAC must have demonstrated skills across industry and public policy, strategic planning and implementation, animal health and welfare, program management, research management, education, public affairs and communications. The Chair of the Animal Welfare Committee will be a member of the Advisory Committee.

## TERMS OF REFERENCE

1. To be advocates for and drive the implementation of the Australian Animal Welfare Strategy;
2. To foster the involvement of the full spectrum of opinion in animal welfare in the development and implementation of the Australian Animal Welfare Strategy;
3. To advise the Primary Industries Ministerial Council, through the Minister for Agriculture, Fisheries and Forestry, on nationally significant animal welfare issues and the implementation of the strategy;
4. To identify issues/gaps in the existing animal welfare system in Australia and to provide advice on key performance indicators, priority work areas to address possible solutions and interim measures;
5. To provide oversight of specific action plans in each sectoral and cross-sectoral group under the strategy; and
6. To establish a framework, including who will have carriage for the ongoing monitoring and review of animal welfare outcomes.

## MODUS OPERANDI

1. The AUSAWAC will meet in person and by teleconference as necessary;
2. The department will provide technical support and secretariat support to the Advisory Committee;
3. The department will fund travel, accommodation costs and pay a per diem sitting fee in line with the Remuneration Tribunal guidelines for non-government members. It is assumed that government agencies will contribute 'in-kind' salary time of any involved staff; and
4. The Chairman of the AUSAWAC will be an observer on the Animal Welfare Committee, and the Chairman (or their delegate) of the Animal Welfare Committee will be a member of the AUSAWAC.

## TERMS OF ENGAGEMENT

1. Members of the AUSAWAC are appointed on the basis of their skills, knowledge and expertise, not as organisational representatives;
2. Committee members should be appointed on the basis of overlapping four year terms except in the period to 30 June 2010; and
3. New appointments will continue to 30 June 2014.

# AUSAWAC WORKING GROUPS TERMS OF REFERENCE AND ENGAGEMENT

## TERMS OF REFERENCE

For their sector:

1. To be advocates for and drive the implementation of the Australian Animal Welfare Strategy (sectoral action plan);
2. To foster the involvement of the full spectrum of opinion in animal welfare in the development and implementation of the Australian Animal Welfare Strategy with respect to their sector;
3. To develop advice and recommendations for the AUSAWAC on nationally significant animal welfare issues; and
4. To monitor, review and report progress against sectoral action plans and animal welfare outcomes.

## MODUS OPERANDI

1. The Working Group is the primary source of information with regard to matters that relate to their sector;
2. The Working Group will co-opt additional expertise as necessary; and
3. The Working Group will have the opportunity to consult with peak bodies. Groups will be sized and structured appropriately to the tasks they have identified and the nature of their sector, but will include members with the following skills or backgrounds:
  - a representative from state/territory governments;
  - an animal advocate organisation;
  - each of the relevant animal user groups that make up the sector;
  - animal welfare science skills;
  - relevant veterinary or animal health skills; and
  - relevant sectoral peak bodies.

## TERMS OF ENGAGEMENT

1. Members of the Working Groups are invited to participate on the basis of their skills, knowledge, expertise and networks; and
2. Appointments will be reviewed as necessary to ensure appropriate sectoral coverage.



## AUSAWAC WORKING GROUP MEMBERS' CODE OF CONDUCT

The code of conduct requires that while undertaking AUSAWAC business an AUSAWAC Working Group member must:

- behave honestly and with integrity;
- act with care and diligence;
- work to provide a balanced view on animal welfare matters by ensuring views of all stakeholder groups are taken into account when providing final advice from the group;
- respect the rulings of the Chair and treat other members with respect and courtesy;
- comply with all applicable Australian laws;
- maintain appropriate confidentiality of any information or material concerning the Working Group;
- disclose, and take reasonable steps to avoid, any conflict of interest (real or apparent) in connection with the Working Group;
- comply with confidentiality requirements and not make improper use of
  - (a) inside information; and
  - (b) the member's duties, status, power or authority, in order to gain, or seek to gain, a benefit or advantage for the member or for any other person.
- use government resources in a proper manner;
- comply with any other conduct requirement that is prescribed by the Working Group;
- refrain from personally contacting the Minister for Agriculture, Fisheries and Forestry, members of parliament or the Secretary of the Department of Agriculture Fisheries and Forestry concerning Working Group matters. Any approach is to be made through the AUSAWAC secretariat;
- refrain from making or causing any comment or statement concerning any Working Group matter to any member of the media (AUSAWAC secretariat will coordinate such comment through DAFF media channels);
- read the selection documentation for appointment as a Working Group member; and
- agree to comply with this code of conduct, knowing that the AUSAWAC may ask a member to resign from any Working Group due to breaching this code of conduct.

Signed \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

## AUSAWAC LIVESTOCK PRODUCTION WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Keith Adams	Chair	AUSAWAC Member	N/A
2	Steve Tate	Deputy Chair	AWC deputy chair & DPI Vic	Yes
3	Warren Starick	Member	Expert member	Yes
4	Kevin de Witte	Member	Animal Health Australia	Yes
5	Kathleen Plowman	Member	Australian Pork Limited	Yes
6	Kevin Shiell	Member	Australian Dairy Farmers	Yes
7	Vivien Kite	Member	Australian Chicken Meat Federation	Yes
8	James Kellaway	Member	Australian Egg Council Ltd	Yes
9	Kate Joseph	Member	Sheepmeats Council of Australia	Yes
10	Geoff Power	Member	WoolProducers	Yes
11	Justin Toohey	Member	Cattle Council of Australia	Yes
12	Christian Mulders	Member	Meat Industry Association	Yes
13	Alison Penfold	Member	Australian Livestock Exporters' Council	Yes
14	Tony White	Member	Australian Livestock Markets Association	Yes
15	Philip Halton	Member	Australian Livestock & Rural Transporters' Association	Yes
16	Melina Tensen	Member	RSPCA Australia	Yes
17	Jim Rothwell	Member	Meat and Livestock Australia	Yes
18	Geoff Cornford	Member	Australian Lot Feeders' Association	Yes
19	Drewe Ferguson	Member	Beef Cooperative Research Centres	Yes
20	To be identified	Member	Retailers	
21	Scott Turner	Member	Australian Government Department of Agriculture, Fisheries and Forestry	Yes
22	Carole de Fraga	Member	Animal Advocacy Sector	Yes
23	TBA	Secretariat	TBA	Yes

## AUSAWAC NATIVE AND INTRODUCED WILDLIFE WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Helen Cathles	Chair	AUSAWAC Member	N/A
2	Samara McPhedran	Deputy Chair	Hunters, conservation	Yes
3	Deb Kelly	Executive Officer/ Secretariat	Former Chair Animals in the Wild WG, SA Dept. of Environment & Heritage	Yes
4	Mick Statham	Member	University Researcher, TAS	Yes
5	Bidda Jones	Member	RSPCA Australia	Yes
6	David Dall	Member	Australian Pest Animal Strategy	Yes
7	Brent Finlay	Member	President AgForce, QLD	Yes
8	Mark Craig	Member	Conservation and zoos	Yes
9	Quentin Hart	Member	National Feral Camel Management Program	Yes
10	Leanne Liddel	Member	Indigenous member	Yes
11	Andrew Woolnough	Member	Vertebrate Pest Committee	Yes

## AUSAWAC ANIMALS IN RESEARCH AND TEACHING WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Mary Barton	Chair		N/A
2	Robert Cassidy	Executive Officer/ Secretariat	Biosecurity QLD	Yes
3	Elizabeth Grant	Member	Expert, previous WG Chair	Yes
4	Margaret Rose	Member	University of NSW	Yes
5	Paul Hemsworth	Member	Animal Welfare Science Centre	Yes
6	Mary Bate	Member	NHMRC	Yes
7	Simon Bain	Member	Australian National University	Yes
8	Yvette Chen	Member	University of Melbourne	Yes
9	David Adams	Member	expert	Yes
10	Denise Noonan	Member	University of Adelaide	Yes
11	Geoff Dandie	Member	ANZCAART	Yes
12	Mark Lawrie	Member	Murdoch University	Yes
13	TBA	<i>Member</i>	<i>Medical scientist</i>	
14	Patrick Campbell	Member	Tasmania DPI AWAC	Yes
15	Edyta Zurawski	Member	NSW Young Lawyers	Yes
16	Cynthia Burnett	Member	Animals Australia	Yes

## AUSAWAC ANIMALS IN WORK, SPORT, RECREATION AND ON DISPLAY WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Norman Blackman	Chair	AUSAWAC Member	N/A
2	Matthew Crane	Deputy Chair	Industry & Investment NSW	Yes
3	Grant Baldock	Member	Equestrian Australia	Yes
4	Linda Beer	Member	Greyhounds Australasia	Yes
5	Diane Bennit	Member	WA Horse Council (for AHIC)	Yes
6	Mia Cobb	Member	Guide Dogs Association	Yes
7	Barbara Cooper	Member	Working Kelpie Council (WKC)	Yes
8	Steve Coleman	Member	RSPCA NSW	Yes
9	Julie Fiedler	Member	Horse SA	Yes
10	Hayley Findlay	Member	Zoo & Aquarium Association	Yes
11	Andrew Kelly	Member	Harness Racing Australia	Yes
12	Jeroen van Kernebeek (TBC)	Member	Animals Australia – Representing Welfare Groups	Yes
13	Jan Lennon	Member	Circuses Australia	Yes
14	Greg McDougall	Member	Biosecurity Queensland	Yes
15	Paul McGreevy	Member	University of Sydney – Veterinary Behavioural Medicine	Yes
16	Jade Norris (TBC)	Member	RSPCA Australia – Representing Welfare Groups	Yes
17	Geoff O’Neil	Member	AQIS – Representing Agency support dogs (eg Quarantine, Customs, etc)	Yes
18	John Osborne	Member	Australian Professional Rodeo Association	Yes
19	Gail Ritchie	Member	AELEC (Australian Equine and Livestock Events Centre) and AHIC	Yes
20	Don Robertson	Member	WKC – Representing Farm Working Dogs in General	Yes
21	Erna Walraven	Member	Taronga Zoo	Yes
22	TBA	Secretariat	TBA	
23	Michael O’Brien	Member	Cairns Tropical Zoo/Zoo and Aquarium Association	Yes

## AUSAWAC COMPANION ANIMALS WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Hugh Wirth	Chair	AUSAWAC	N/A
2	Michael Hayward	Deputy Chair	Australian Veterinary Association	Yes
3	Tracy Helman	Executive Officer/ Secretariat	Department of Primary Industries Victoria ( <i>also representing state/territory regulators</i> )	Yes
4	Hugh Gent	Member	Australian National Kennel Council	Yes
5	Roger Perkins	Member	Pet Industry Association of Australia	Yes
6	Helen Cocks	Member	RSPCA Victoria	Yes
7	Jane Bindloss	Member	Australian Veterinary Nurse Council	Yes
8	Sarah Hunter	Member	The Australian Companion Animal Council	Yes
9	Megan Allessandrini	Member	Animal Welfare League	Yes
10	Carole Webb	Member	Cat Protection Society	Yes
11	Tim Adams	Member	Petcare Information and Advisory Service	Yes
12	Julia Hardaker	Member	Animal Management in Remote and Rural Indigenous Communities	Yes
13	Geoff Irwin	Member	Local Government and Indigenous Community Representative	Yes
14	Melanie Latter	Member	State/Territory Government Regulator Representative	Yes

## AUSAWAC AQUATIC ANIMALS WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Brett McCallum	Chair	AUSAWAC Member	N/A
2	Pheroze Jungawalla	Deputy Chair	National Aquaculture Council	Yes
3	John Harrison	Member	National Seafood Industry Alliance	Yes
4	Carole de Fraga	Member	Animals Australia	Yes
5	Onn Ben-David	Member	RSPCA Victoria	Yes
6	Chris Collins	Member	Recfish Australia	Yes
7	Lowri Pryce	Member	Oceanwatch - Education	Yes
8	Claire Webber	Member	Aquaculture - finfish	Yes
9	Paul Hardy-Smith	Member	Aquatic Animal Health - Expert	Yes
10	Shane Willis	Member	Pet Industry Association (ornamental fish)	Yes
11	Gaye Looby	Member	State Government Jurisdictions	Yes
12	Bob Richards	Observer	Aquaculture - finfish	Yes
13	Ben Diggles	Observer	Aquatic Animal Health - Expert	Yes

## EDUCATION AND TRAINING WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Kevin Doyle	Chair	AUSAWAC Member	N/A
2	Cameron Archer	Member	NSW DPI, Tocal College	Yes
3	Sally Bannerman	Member	NSW Dept of Education and Training	Yes
4	Graeme Coleman	Member	Monash University	Yes
5	Teresa Collins	Member	Murdoch University	Yes
6	Di Evans	Member	Dept of Agriculture and Food, WA	Yes
7	Rupert McGregor	Member	Australian Council of State School Organisations	Yes
8	Ian Rodger	Member	Biosecurity Qld	Yes
9	Dedee Woodside	Member	Chair, AAWS Communications Committee	Yes
10	Sally Meakin	Member	Manager Education Unit at RSPCA Victoria	Yes
11	Joy Verrinder	Member	Animal Welfare League of Queensland	Yes
12	Peter Chenoweth	Member	Charles Sturt University	Yes
13	Clive Richardson	Member	MINTRAC	Yes
14	TBA	<i>Secretariat</i>	TBA	



## COMMUNICATION WORKING GROUP

	Name	Role	Representative or Associated Organisation	Meets Selection Criteria
1	Dedee Woodside	Chair	AUSAWAC Member	N/A
2	Peter Thornber	Deputy Chair	DAFF	Yes
3	Keith Adams	Member	AUSAWAC Member	Yes
4	Kevin Doyle	Member	AUSAWAC Member	Yes
5	Kersti Seksel	Member	Companion Animals Sector	Yes
6	Mary Barton	Member	AUSAWAC Member	Yes
7	Norm Blackman	Member	AUSAWAC Member	Yes
8	Lyndy Scott	Member	AUSAWAC Member	Yes
9	Helen Cathles	Member	AUSAWAC Member	Yes
10	Brett Callum	Member	AUSAWAC Member	Yes
11	Rana Rowland	Member	DAFF Corporate Communications	Yes
12	Suzanne Lewis	Member	Cox Inall	Yes
13	<i>TBA</i>	<i>Secretariat</i>	<i>TBA</i>	

## RESEARCH AND DEVELOPMENT WORKING GROUP

	Name	Role	Representative or associated organisation	Meets selection criteria
1	Lyndy Scott	Chair	AUSAWAC Member	N/A
2	Keith Adams	Deputy Chair	AUSAWAC Member	N/A
3	Allan Sheridan	Executive Officer	Director, Animal Welfare Technical and Legal Matters, DAFF	Yes
4	Alan Bell	Member	Former Chief CSIRO Livestock Industries, Queensland	Yes
5	John Black	Member	Research Management Consultant	Yes
6	Michael D'Occhio	Member	Professor of Food Security, University of Queensland	Yes
7	Paul Hemsworth	Member	Director, Animal Welfare Science Centre, University of Melbourne	Yes
8	Bidda Jones	Member	Chief Scientist, RSPCA Australia	Yes
9	Geoff Kroker	Member	Victorian DPI, PISC RD&E	Yes
10	Mark Schipp	Member	ACVO, Australian delegate to OIE	Yes
	<i>TBA</i>	<i>Secretariat</i>	<i>TBA</i>	