**National Primary Industry Animal Welfare RD&E Strategy Steering Committee**

**Charter of Operations**

**March 2020**

**1. Background**

In 2005, State Ministers for primary industries and the Australian Government endorsed a National Primary Industries Research, Development and Extension Framework (National RD&E Framework) that sought to engender national collaboration across a range of agricultural industries by publicly funded RD&E agencies.

This Framework seeks to:

* achieve a strong focus on national RD&E priorities,
* achieve an increased efficiency of the national RD&E effort,
* ensure that the science capability required by industry is maintained into the future.

These key outputs will be delivered by:

* industry and government working together to identify agreed national priorities,
* promoting orderly consolidation of RDE capability and infrastructure to avoid wasteful duplication and overlap,
* promoting strong collaboration amongst RD&E providers,
* facilitating effective partnerships between government and industry coinvestors to ensure that capability is retained.

At the request of the Primary Industries Standing Committee (PISC) R&D Subcommittee, DPI Victoria coordinated the development of the cross-sectoral National Primary Industry Animal Welfare RD&E Strategy (The Strategy) and invited industry Research and Development Corporations (RDCs) together with organisations that were identified as core providers of farm animal RD&E at the time, and state governments to join The Strategy Steering Committee (SC) in 2007, as members.

In 2010 the SC agreed to fund the establishment of a part-time executive function and in 2013 two representatives, one each from the research and industry sectors were appointed as Strategy Champions to further drive its development and promotion.

**2. The National Primary Industry Animal Welfare RD&E Strategy**

The National Primary Industry Animal RD&E Strategy is focussed on improved investment in farm animal welfare RD&E through provision of a platform for cross sectoral engagement and communication. Through cross sectoral engagement and communication, the Strategy seeks to reduce duplication and fragmentation of Australia’s farm animal welfare RD&E effort by identifying common animal welfare RDE priorities and facilitating cross sectoral co-funding opportunities.

The Strategy’s rationale, guided by the National RD&E Framework, is that:

* basic and strategic research can be conducted in a NATIONAL context

and where appropriate,

* applied R&D is best delivered in a REGIONAL context,
* extension needs to be delivered in a LOCAL context.

The Strategy outlines roles to assist:

* members with a coordinated primary industries animal welfare RD&E planning process focussed on high priority cross-sectoral industry issues,
* industry and government to make informed decisions on investment in strategic cross-sectoral farm animal welfare RD&E,
* research providers to identify opportunities for the retention and growth of critical RD&E capability and capacity in line with agreed Strategy priorities.

**3. Role of SC members**

Members will make a long-term commitment to developing and implementing strategies to deliver RD&E relevant to the welfare of farm animals as well as maintain a critical mass of the skills, expertise and infrastructure required.

For funding organisations and research providers, animal welfare RD&E activities will be able to be demonstrated by inclusion of projects in the NAWRDES Project Register.

The SC will annually review the activities of funders and providers to determine the appropriateness of SC membership.

SC members must be authorised to:

* represent their organisation,
* make recommendations on their jurisdictions’ RD&E priorities and priorities for future capability,
* make recommendations on RD&E investment and infrastructure investments,
* make recommendations on their preferred arrangements for national collaborations within the proposed strategy.

Members will elect a SC Chair and will determine individuals to act as Strategy Champions.

**4. SC Roles**

**4.1 Primary Industry cross-sectoral primary industry animal welfare RD&E priority setting**

* Prioritise RD&E projects for investment. Projects will be nationally significant, *cross-sectoral* and require a high degree of collaboration,
* Maintain the currency of cross-sectoral priorities by ensuring adequate review and wide input into priority setting,
* Develop and further refine the identified processes for priority setting and project identification. (Appendix 1)

**4.2 RD&E project oversight**

* Strategic oversight of national animal welfare RD&E project development and implementation,
* Map current projects against the animal welfare RD&E priorities,
* Facilitate co-investment and access to resources for priority national RD&E projects.

**4.3 RD&E resource monitoring and re-alignment**

* Regularly monitor changes in human capacity in primary industry animal welfare RD&E across research organisations and identify gaps in human capacity against priorities,
* Contribute to succession and capacity building initiatives to address shortfalls and/or misalignment of human capacity,
* Periodically, survey infrastructure and IP critical to successful execution of projects and identify initiatives to maintain and expand infrastructure when required.

**4.4 Monitoring, evaluation and reporting**

* Maintain a register of completed and current Australian primary industry animal welfare RD&E projects that address the identified cross-sectoral priorities,
* Monitor Strategy outcomes against KPIs,
* Monitor NAWRDES cross-sectoral project outcomes against KPIs (Appendix 2),
* Report to all stakeholders on the progress of the NAWRDES including progress reports and implementation of NAWRDES projects,
* Maintain and strengthen linkages with other sectoral specific Strategies to ensure primary industry animal RD&E is not duplicated and is aligned,
* Report to the Research and Innovation Committee (a sub-committee of the Agriculture Senior Officials Committee) as required,

**4.5 Annual Strategy Forum**

* Conduct an annual Strategy Forum.
* Maintain a list of invitees to the annual Forum from non-core research providers, industry, animal welfare organisations and Governments.
* Develop a relevant Forum program, focussing on exchange of information relevant to Strategy cross-sectoral Themes.
* Determine the role of the Forum in developing RD&E proposals for cross-sectoral funding.

**5.0 SC Membership**

The SC consists of one representative of each of Australia’s major publicly funded farm animal welfare RD&E providers, Research Development Corporations, Federal and State Governments that have a demonstrated interest in primary industry animal welfare RD&E. (Appendix 3)

The SC may accept applications to join the strategy from other research providers, industry funding organisations and Governments.

The SC may invite other organisations to join the SC as observer members. Observer members are invited to attend SC meetings and provide input to discussion but do not have a deliberative vote.

Links to other organisations with interests in primary industry animal welfare RD&E occur through the Annual Forum and corresponding members list. (Appendix 5)

**6.0 Decision making process**

Decisions will be made through SC consensus.

**7.0 Chair of the SC**

The Chair of the SC will be determined by SC. The Chair will hold the position for a period of two years and will be eligible for re-election, unless the SC agrees to nominate an alternate Chair.

**8.0 Strategy Champions**

The Strategy Champions will represent the Strategy at Research and Innovation Committee meetings and at meetings of the Council for Rural RDCs. Specifically, the role of Strategy Champion is to:

8.1 Lead and encourage RDCs to engage in open discussion in relation to the development of cross-sectoral AW RDE projects;

8.2 In conjunction with Chair and Executive Officer (EO), drive out of session discussion in relation to project development;

8.3 Represent the NAWRDES as required at R&I Committee meetings (generally 1x year); and

8.4 In conjunction with the Chair, direct EO work plan.

**9.0 Meeting Frequency**

Four meetings per year, with an aspiration to hold two face-to-face meetings and teleconferences as required. (Appendix 4)

**10.0 Secretariat**

The role and functions of SC will be supported by an Executive Officer (EO). The mechanism for EO support to SC will be determined by SC. Australian Pork Limited manage the administration of the EO.

The role of the EO will include arranging SC meetings, organising the annual Forum, maintaining a database of funded projects, facilitating the development of project proposals, drafting relevant reports to The Commonwealth R&I Committee, maintenance of the NAWRDES website and other duties as determined by the SC.

**11.0 Funding**

**11.1 SC operating costs**

SC members will contribute an equal share to fund the secretariat and costs associated with SC meetings and the annual Forum. Australian Pork Limited will engage the services of an Executive Officer and seek reimbursement from other SC members.

The level of executive support (currently 0.25FTE) will be determined by the SC on an annual basis.

SC members will fund their own individual travel and accommodation costs for SC meetings and annual Forum.

**11.2 Animal Welfare RD&E program funding**

NAWRDES research projects will be funded through traditional research funding collaborations and partnerships brokered between individual organisations.

**Appendix 1**

**National Animal Welfare RD&E Process**

This sets out the process which will be followed to ensure that the Strategy identifies, develops, commissions and manages projects which are aligned to investor needs.

1. The Steering Committee (SC), in July each year, will review the themes that form part of the National Animal Welfare RD&E Strategy, and will determine their on-going relevance. The Executive Officer (EO) will identify initial priority areas within each sector and circulate to the research provider members of the SC who will determine cross-sectoral RD&E opportunities under each Theme for potential co-investment for the year ahead. These opportunities will be circulated to SC for discussion at the meeting which coincides with the Forum late each year.
	1. OUTPUT - a short discussion paper detailing RD&E opportunities which will be considered at a SC meeting which will be held in the last quarter of each calendar year.

*Priority Themes:*

1. *Animal welfare assessment*
2. *Pain assessment and management*
3. *Management, housing and husbandry*
4. *Transport, euthanasia and slaughter*
5. *Attitudinal effects on the welfare of livestock throughout the value chain*
6. The SC will meet to discuss the RD&E opportunities discussion paper. SC funding members will indicate which RD&E opportunity(ies) will be considered further within their respective organisation.
7. Funding members of the SC will consider the identified RD&E opportunities and will indicate to the Executive Officer the support (or otherwise) of their organisation.
8. The Executive Officer will convene a meeting of funding members to determine the scope, aims and level of funding for each supported RD&E opportunity
	1. OUTPUT - scope, aims and level of funding for each supported opportunity will form the basis for a tender document or research brief utilising the APL project management system.
9. A call for tenders document will be developed by those members of the SC whose organisations support the relevant priority area. The tender will ask for project submissions from RD&E providers and will include an indicative funding amount for each project. The process of tendering is seen to be most likely to result in competitive proposals, but it is also recognised that there may be instances where research will be commissioned with relevant parties. The call will be made using APL project management system in April each year
10. Relevant funders will review R&D proposals or tenders received and approve successful tenders or proposals.
11. R&D projects will be commissioned, and APL will manage the process. Relevant funders will be on project management teams if required.
12. Detailed progress and final reports will be made available to funders as they are generated, and a more general indication of progress will be provided to other members of the SC, Forum and other stakeholders.
13. Output from the R&D projects will inform
	1. the annual review of strategy themes and focus areas
	2. extension activities which might be carried out in either cross-sector or sector-specific strategies.

**Animal Welfare RD&E Process**

The Strategy themes will be annually reviewed by the SC to confirm that they are still relevant to Strategy members and are appropriate to inform cross-sectoral focus areas/research priorities. Cross-sectoral focus areas/research priorities are identified by the SC and, where relevant to the forum program, annually reviewed and confirmed at the Strategy forum.

1. **Review of NAWRDES themes**

Steering Committee

**2. Define research priorities**

Steering Committee/Forum participants

**3. Develop priorities discussion paper**

EO to co-ordinate detailed outline of priorities corresponding budget

Reviewed by SC

**4. Call for Research by Tender (APL)**

Call for Research by Tender document

Funder commitment

Reviewed by SC

1. **Review R&D proposals**

Proposals reviewed by Funders

**6. R&D projects Commissioned**

APL to manage projects

**7. R&D projects update**

APL to provide general progress/final update to SC and Forum

Detailed progress/final update to funders only

**8. Technology transfer/Extension**

**Final reports published and hosted on NAWRDES webpage**

**Appendix 2**

**Key Performance Indicators of the National Primary Industry Animal Welfare RD&E Strategy**

* At least one collaborative project commissioned each year
* An up to date list of collaborative projects involving multiple RDC and research providers
* A record of collaborative funding per year
* Conduct annual National Primary Industry Animal Welfare RD&E Strategy Forum
* Two face-to-face meetings conducted per year

**Appendix 3**

The Steering Committee Chair will be determined by the SC and current (May 2020) members are:

1. AgriFutures
2. Australian Eggs Limited
3. Australian Meat Processors Corporation
4. Australian Pork Limited
5. Australian Wool Innovation
6. Dairy Australia
7. LiveCorp
8. Meat & Livestock Australia
9. PoultryHub
10. Charles Sturt University
11. Central Queensland University
12. Commonwealth Scientific and Industrial Research Organisation
13. Murdoch University
14. South Australian Research and Development Institute
15. Tasmanian Institute of Agriculture
16. University of Adelaide
17. University of Melbourne - Animal Welfare Science Centre
18. University of Newcastle
19. University of New England
20. University of Queensland
21. University of Sydney
22. University of Western Australia
23. Agriculture Victoria – Animal Welfare Science Centre
24. New South Wales DPI
25. Western Australia DPIRD
26. Commonwealth Department of Agriculture Water and the Environment

The following organisations are observers on the NAWRDES SC:

* Animal Health Australia
* RSPCA Australia

**Appendix 4**

**Standing Agenda for meetings of the Steering Committee of the National Primary Industries Animal Welfare RD&E Committee**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Discussion leader / attendees** | **Approximate duration (mins) and*****end* time** | **Purpose** | **Papers** |
| 1. Welcome, apologies and confirmation of agenda
 |  |  |  |  |
| 1. Conflicts of interest
 |  |  |  |  |
| 1. Confirmation of previous minutes and actions
 |  |  |  |  |
| 1. NAWRDES project updates
 |  |  |  |  |
| 1. NAWRDES Communication activities
 |  |  |  |  |
| 1. NAWRDES management update
 |  |  |  |  |
| 1. NAWRDES member updates
 |  |  |  |  |
| 1. Potential new NAWRDES members
 |  |  |  |  |
| 1. Other business
 |  |  |  |  |
| 1. Future meetings
 |  |  |  |  |

**Appendix 5**

**Corresponding member list**

**RD&E providers**

AgResearch NZ

Deakin University

Flinders University

Griffith University

James Cook University

La Trobe University

Massey University NZ

RMIT University

**Governments**

Department of Agriculture, Agricultural Productivity Division

Agriculture Senior Officials Committee

Animal Welfare Task Group

Department of Primary Industries, Parks, Water and Environment, Tasmania

Ministry of Agriculture & Forestry NZ

Northern Territory Department of Resources - Primary Industry

**Industry bodies**

AgForce Queensland

Australian Dairy Farmers Ltd.

Australian Livestock & Property Agents Association

Australian Livestock Road Transporters Association

Australian Lot Feeders' Association

Australian Meat Chicken Federation

Australian Veterinary Assoc.

Cattle Council of Australia

Egg Farmers of Australia

National Aquaculture Council

National Farmers Federation

NSW Farmer's Assoc.

Pearl Producers Association

Sheep Producers Australia

Tasmanian Farmers & Graziers Association

Victorian Farmer's Federation

Wool Producers Australia

**National Strategies**

Australian Pork Industry National RD&E Strategy

Dairy Moving Forward - A National RD&E Strategy

National Animal Biosecurity Research, Development and Extension (RD&E) Strategy

National Beef Production RD&E Strategy

National Sheepmeat RD&E Strategy

National Wool RD&E Strategy

New and Emerging Industries National RD&E Strategy

Red Meat Coinvestor Committee

Working Together: The National Fish and Aquaculture RD&E Strategy

**Other Industry Funders**

Australasian Pork Research Institute Ltd

Fisheries Research and Development Corporation

**CRCs**

Food Agility CRC

**Agribusiness/Other**

Rivalea Australia

Australian Pork Research Institute Ltd

Sunpork Farms

Kinross Farm

Elders

Fonterra

MGC

Saputo

Parmalat

Agersens

Coles

Woolworths

Aldi

Ausmeat

Inghams

Baiada

Hazeldenes

Farmpride

Apiam

Scolexia

Currie Communications

MINTRAC

Integrity Systems Company

Council of Rural Research and Development Corporations

**AW Groups**

RSPCA Aust

RSPCA NSW

RSPCA Qld

RSPCA SA

RSPCA Tas

RSPCA Vic

RSPCA WA

World Animal Protection

Compassion in World Farming

Animals Australia