

# Governance

Advisory/Management Committees



THE UNIVERSITY  
of ADELAIDE

## Animal Ethics Committee

### Establishment

*When and by what authority:* 1973 by The University Council;  
1986 by State Legislation;  
2015 established as sub-committee of University Research Committee;  
2016 Ministerial committee abolished; institutional committee approved by Minister.

Changes approved by the Deputy Vice-Chancellor and Vice-President (Research) on 9 December 2022.

*Authorising Body:* University Research Committee

*For what period:* Continuing need

### Role/Terms of Reference

*Nature:* Regulatory, decision making

*Terms of Reference:* The use of animals for teaching, research or experimentation is regulated by State legislation - the South Australian *Animal Welfare Act 1985* and a national code, the *Australian code for the care and use of animals for scientific purposes - 8th Edition 2013* - (the Code). The University of Adelaide is licensed under the Act to acquire and use animals for the purposes of teaching any science, research and/or experimentation when approval has been granted by its Animal Ethics Committee (AEC) or an AEC approved by the University. All University personnel who wish to use animals for teaching, research or experimentation must obtain ethical approval in accordance with the requirements of the Code, prior to any use or involvement with animals. No animal may be held or used for any purpose in the University until written approval has been obtained from the AEC. The AEC must ensure that all animal care and use is conducted in compliance with the Code and that it incorporates the principle of the three R's - Replacement, Reduction and Refinement.

*Reporting line:* Annual reporting is a requirement, both to the Minister as specified in the Act, and to the University as specified in the Code.

The Committee reports to and is accountable to the Deputy Vice-Chancellor and Vice President (Research) and to the University Research Committee.

The Convenor reports directly to the Pro Vice-Chancellor (Research Excellence).

*Quorum:*

The meeting must include at least one member from each of five specified categories; Categories C plus D must represent no less than one third of the members.

*Procedures prescribed/determined itself:*

The Committee's functions are prescribed:

1. In Section 25 of the Act, as:

- (a) to determine matters required under the Act to be referred to an animal ethics committee by the holder of a licence; and
- (b) to approve the use of animals for the purposes of teaching, research or experimentation proposed to be undertaken by the holder of a licence; and
- (c) to approve the acquisition, by the holder of a licence, of animals for the purposes of teaching, research or experimentation; and
- (d) to ensure that animals involved in teaching, research or experimentation are treated humanely, and that the regulations relating to such activities are complied with; and
- (e) to furnish the Minister with annual reports in accordance with the regulations; and
- (f) such other functions as are prescribed by the Code or the regulations.

(1a) In performing its functions, an animal ethics committee must comply with the Code.

- (2) An animal ethics committee may, subject to and in accordance with the Code, approve the use of an animal for the purposes of teaching, research or experimentation, or the acquisition of animals for such purposes, unconditionally, or subject to such conditions as the committee thinks fit.
- (3) An animal ethics committee may not approve the use of an animal for the purposes of research or experimentation, or the acquisition of an animal for such purposes, unless it is satisfied that--
  - a. the use of the animal is essential for the particular purpose; and
  - b. the person who proposes to use the animal has appropriate experience and qualifications.

2. In the Code, which stipulates that the AEC must:

- Ensure, on behalf of the institution for which it acts, that all activities relating to the care and use of animals are conducted in compliance with the Code;
- Review applications for projects and approve only those projects that are ethically acceptable and conform to the requirements of the Code;
- Review applications for activities associated with the care and management of animals in facilities, including procedures applicable to breeding programs integral to the maintenance of an animal line, and approve only those activities that are ethically acceptable and conform to the requirements of the Code;

- Conduct follow up review of approved projects and activities and allow continuation of approval of projects and activities that are ethically acceptable and conform to the requirements of the Code;
- Monitor the care and use of animals, including housing conditions, practices and procedures involved in the care of animals in facilities
- Approve guidelines for the care, management and use of animals that are bred, held and used for scientific purposes on behalf of the institution;
- Provide advice and recommend to the institution any measures needed to ensure that the standards of the Code are maintained;
- Describe how members are appointed, re-appointed, or retired, according to procedures developed by the institution in consultation with the AEC;
- Require that all members declare any conflict of interest and deal with situations in which a conflict of interest arises;
- Withdraw or suspend approval for any project or activity;
- Authorise the emergency treatment or euthanasia of any animal;
- Take appropriate action regarding unexpected adverse events;
- Take appropriate action regarding non-compliance when projects or activities that are in breach of the Code are detected;
- Examine and comment on all institutional plans and policies that may affect the welfare of animals used for scientific purposes;
- Maintain a record of proposals and projects as specified in the Code;
- Comply with the reporting requirements of the institution and the Code including reporting on the Committee's operations to the institution; and
- Perform all other duties required by the Code.

*Frequency of meetings:*

A minimum frequency for meetings is prescribed: not less than quarterly.

The University of Adelaide Animal Ethics Committee is formed into two discipline-based Committees. Meeting dates are published on the University's Animal Ethics website of the Office of Research Ethics, Compliance and Integrity, Research Services.

## Membership

*Size:*

Prescribed and consisting of at least five members. Category C and D members must together represent at least one third of the AEC membership.

*Any categories prescribed:*

Prescribed composition (as follows) - must reflect requirements of both the State Act (Section 23) and the national Code.

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<i>MEMBERSHIP CATEGORY (short description)</i>
CONVENOR
CATEGORY A Veterinary Surgeon
CATEGORY B Persons experienced in use of animals in scientific or teaching activities
CATEGORY C Persons with an established commitment to the welfare of animals, not employees, and not involved in use of animals
CATEGORY D Independent persons who do not conduct scientific or teaching activities using animals
CATEGORY E Person responsible for the daily care of animals within the University

<i>Term of Office:</i>	Members for two years with the option of extending the term.
<i>How is the Convenor appointed?</i>	The Code specifies that a Convenor should hold a senior position in the institution. It also specifies required attributes and responsibilities of the role. The University's practice is to nominate a Convenor who does not belong to an area that is involved in animal use. The appointment is made by the Deputy Vice-Chancellor and Vice-President (Research).
<i>How are members appointed?</i>	Members are nominated through the AEC Convenors, and are appointed by the Deputy Vice-Chancellor and Vice-President (Research).
<i>Administration (Executive Officer):</i>	ICS Research Services, Office of Research Ethics, Compliance and Integrity
<i>Attendance:</i>	The Committee may invite any person to attend or participate or both in any of its meetings. Such persons shall not be eligible to vote.

<b>Contact person and phone/email</b>	Amanda Camporeale Tel: (08) 831 36310 Email: <a href="mailto:amanda.camporeale@adelaide.edu.au">amanda.camporeale@adelaide.edu.au</a>
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