

NAWAC GUIDELINE 11:

Principles of consultation

In carrying out its statutory functions, NAWAC is required to consult with a wide variety of interested parties, and the general public, from time to time. In addition to adhering with requirements specified in the Animal Welfare Act 1999 the following principles apply to all consultation NAWAC undertakes:

- (a) NAWAC will be as open and transparent as possible when undertaking consultation with interested parties;
- (b) when requested, and subject to a reason being provided that meets the criteria of the Official Information Act, NAWAC will retain confidentiality of information gained through consultation. If NAWAC believes it cannot retain confidentiality it will make this clear;
- (c) in the interests of the efficient use of members' time, NAWAC may choose to nominate a subgroup or individual of the committee to undertake consultation and then report back to the whole committee;
- (d) NAWAC will always welcome and consider timely new relevant information, but does not wish to receive "repackaged" information already submitted during previous rounds of consultation;
- (e) NAWAC will consider all the submissions received during the public submission period before considering any further submissions that might be received;
- (f) NAWAC will consider only new information on any further submissions received;
- (g) may seek to clarify points made in submissions, by way of correspondence, teleconferences, face-to-face meetings, etc but will not enter into negotiation with submitters;
- (h) NAWAC members act in their personal capacity and hence, when consulting, do not represent the interests of specific organisations with which they may have an association; and
- (i) as with all consultation processes, following an appropriate consultation period there must be a cut-off point after which consultation will end and a decision will be made;

This guideline was originally approved by NAWAC on 15 February 2006 and amended on 29 July 2011. This guideline is not a legal interpretation of the Animal Welfare Act 1999. It is anticipated that this guideline will be updated from time to time in light of experience gained by NAWAC during its deliberations.