

Advisory Committee on Animal Feedingstuffs

Annual Report 2014

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Foreword

I am pleased to present the 2014 Annual Report of the Advisory Committee on Animal Feedstuffs (ACAF) and hope that you find this report and the information it contains useful in finding out more about the work of the Committee..

ACAF had an extremely busy year in 2014, offering expert advice on many diverse and challenging issues with potential impacts on the feed and food chain. Our primary aim is ensuring the safety of animal feed and ultimately the effects feed may contribute to animal and public health.

One of the main topics that Members considered was the revision of the ACAF Review of on-farm feeding practices. The review was published in 2003 and since then there have been a number of legislative and technical developments, in particular the introduction of EU Regulation 1831/2003 on feed hygiene. I am grateful to Angela Booth, Tim Riley, David Peers, Edwin Snow, Stephanie Young and Tim Brigstocke for their input into reviewing the Committee's report.

The Committee also considered horse feed issues. Additionally, the Committee has been advised on the European Commission's proposed changes to the existing regulations for organic production and labelling of organic products, and medicated feed and medicinal products. On both these issues, the Committee is keen to assist in the negotiations as required.

ACAF also received a number of expert presentations. This was particularly helpful in assisting the Committee to provide balanced evidence-based advice whilst raising Members' technical and specific understanding on a number of key topical issues. Matters of note included;

- feed additives;
- EFSA's Panel on Additives and Products or Substances used in Animal Feed (FEEDAP);
- Pre-breeding and Wheat Re-synthesis;
- details on the work of the United Kingdom Former Foodstuffs Processors Association;

- an update on antimicrobial resistance and the work of the National Office of Animal Health;
- new plant breeding techniques; and
- presentations from representatives of the Agricultural Industries Confederation on the bodies sustainability committee and work on the feed advisers register.

The Committee have also been kept up-to-date on matters related to microbial antibiotic resistance as might be pertinent to animal feed and husbandry. We are particularly indebted to Professor Stephen Forsyth, (ACAF Member), who has undertaken cross cutting work with the Antimicrobial Resistance Working Group of the Advisory Committee on Microbiological Safety of Food.

I am extremely grateful to the many guest speakers for agreeing to provide presentations to the Committee. These were particularly informative and helped the Committee broaden its evidence-based knowledge in areas of uncertainty, thus facilitating discussion and allowing the Committee to provide properly informed and practical advice to the feed and farming community and related industries, the Food Standards Agency, and relevant UK Ministers.

I would like to give particular thanks for the support, dedication and time the Members and the Assessors give to the work of ACAF. I was particularly sorry to lose the valuable input provided by two long-standing Members, (Barrie Fleming and Tim Brigstocke), who left due to personal circumstances and the end of their appointment respectively. They provided excellent input during their considerable time on the Committee and I wish them well in the future.

Finally, I would like to thank the ACAF Secretariat for their continual support to the Committee in ensuring that the work programme is carried out in a timely and efficient manner. They have, as ever, ensured that Members were always kept fully informed and up-to-date on emerging issues and expertly advised the Chairman on matters of urgency and administration.

Dr Ian Brown – OBE BSc (Agric) FRCP FFOM
Chairman of ACAF

About the Committee

1. The Advisory Committee on Animal Feedingstuffs (ACAF) was set up in June 1999 to advise on the safety and use of animal feeds and feeding practices, with particular emphasis on protecting human health and with reference to new technical developments and new feed materials and products.
2. The decision to set up the Committee was made in the light of concern about the integrity of animal feeds, particularly over the implications of Bovine Spongiform Encephalopathy (BSE) and the use of genetically modified (GM) feed ingredients. The decision was announced in the White Paper, "The Food Standards Agency: A Force for Change", published in January 1998 and it implemented the principal recommendation of the report of the Expert Group on Animal Feedingstuffs, published in July 1992.
3. The Committee's primary purpose is to advise on the safety and use of animal feed in relation to human health. However, it also covers animal health aspects and a wide range of contemporary issues including advice on the UK negotiating line on new European Union proposals, animal feed ingredients including genetically modified organisms (GMOs) and labelling and information for purchasers of animal feed.
4. ACAF is a UK-wide advisory committee and is made up of independent experts who are appointed by UK Ministers and the Chairman of the Food Standards Agency (FSA). Members are appointed for their individual expertise and experience and are not representative of any organisation.

Terms of Reference

5. ACAF advises the Food Standards Agency, the Secretary of State for Environment, Food and Rural Affairs, Ministers of the Scottish Government and of the Welsh Government and the Minister for Agriculture and Rural Development in Northern Ireland on the safety and use of animal feeds and feeding practices, with particular emphasis on protecting human health and with reference to new technical developments. In carrying out its functions, the Committee liaises with other relevant advisory committees as appropriate.

How to Contact the Committee

6. ACAF welcomes your views and suggestions on all aspects of its work. Please address your comments and any requests for information to:

The ACAF Secretariat

Food Standards Agency
Room 1B
Aviation House
London WC2B 6NH

Tel: 020 7276 8468
Fax: 020 7276 8289

e-mail: acaf@foodstandards.gsi.gov.uk

If you would like to receive ACAF documents regularly, please complete the form at Annex I and return it to the Secretariat at the address above.

The Committee's Work in 2014

7. The Committee meets three times a year, with one meeting being out of London and combined with a fact-finding visit to a feed - related premises to help inform Committee Members about the industry. This year the out of London meeting was held in Cumbria - England.
8. During 2014 the Committee met on 26 February, 9 May and 22 October to consider and provide advice on a number of issues including those highlighted below.
9. Additionally, the Committee received several presentations from internal and external experts to help facilitate their consideration of animal feed issues. It was generally agreed that the presentations were also useful in providing opportunities to shape the Committee's agenda and possible outcomes.

February 2014 Meeting

Revision of the ACAF Review of on farm feeding practices

10. Miss Jumnoodoo (ACAF Secretariat) explained that in 2003 the Committee had published a report on its review of on-farm feeding practices. Since then, there had been a number of legislative and technical developments, in particular the introduction of EU Regulation 1831/2003 on feed hygiene. Many of the provisions of this Regulation reflect practices recommended by ACAF in its review on on-farm feeding practices. Other legislative changes include the adoption of Regulation 767/2009 concerning labelling declarations for feed, on the placing on the market and use of feed. Farm assurance standards have also been refined since 2003, as well as changes in technology e.g. automated milking.
11. The Committee agreed that the 2003 report is an important document that should continue to provide consistent guidance and to reflect current trends, some of which are not currently covered. Therefore, it was agreed that the report should be reviewed and updated as necessary. In order to take this work forward, the Committee agreed to set up a sub-group. See Annex II for details of the work of the sub-group and its Membership.

The Potential of feed additives to improve the environmental impact of European livestock farming

12. Professor Kathy Lewis from the University of Hertfordshire provided a presentation at the Committee's February meeting, on a European Food Safety Authority (EFSA)-funded literature review to examine whether feed additives could improve the environmental impact of livestock farming. The Committee heard that some feed additives can help reduce the environmental impact of livestock farming, particularly for methane and ammonia emissions. It was agreed that further work is required, due to the variability and volume of data identified.
13. The Committee acknowledged the findings and suggested that these should be drawn to the attention of the Environment Agency.

EFSA FEEDAP Panel: Consumer Exposure

14. The Vice-chairman of the European Food Safety Authority's Panel on Additives and Products or Substances used in Animal Feed (FEEDAP) provided the Committee with a presentation on the work of FEEDAP, including how the Panel carries out its risk assessment of feed additives.
15. Members were informed that there were a number of scientific panels in EFSA with different remits. EFSA's Scientific Committee is tasked with supporting the work of the Panels on cross-cutting issues and scientific matters of a horizontal nature. Members were informed of how requests for opinions from the European Commission are received and dealt with.
16. The Committee will continue to maintain and strengthen its links with the EFSA through correspondence and requests for presentations.

Pre-breeding and Wheat Re-synthesis

17. A representative of the National Institute of Agricultural Botany (NIAB) explained to the Committee how the Institute had recreated the original cross between ancient wheat and wild grass that occurred in the Middle East some 10,000 years ago. The result is a 're-synthesised' wheat which, when crossed with modern UK varieties, could potentially offer yield improvement, drought tolerance, disease resistance and efficiency.
18. The Committee was interested in the research and wished to be kept informed of significant developments.

United Kingdom Former Foodstuffs Processors Association (UKFFPA)

19. The recently elected Chairman of the UK Former Foodstuffs Processors Association (UKFFPA) gave a presentation on the work of the association and how it intends to proceed.
20. Members were interested in the association's work which dovetails with initiatives on minimising packaging material in feed produced from former foodstuffs.

May 2014 Meeting

ACAF Out of London Meeting

21. As part of its commitment to accessibility, each year the Committee holds one of its meetings outside London. The Committee is also keen to continue to make relevant industry visits to enable it to see at first-hand the issues it considers. The Committee's May 2014 meeting was held at Bowness-on-Windermere, Cumbria. Topics discussed included:
 - Antimicrobial resistance – work of National Office of Animal Health;
 - Horse Feed issues;
 - New Plant Breeding Techniques; and
 - Food and Veterinary Office (FVO): Audit to Great Britain January 2014.
22. Information on these issues is set out in more detail in other sections of this report.

Visit to ForFarmers (formerly BOCM PAULS)

23. The Committee visited BOCMPAULS, Penrith, this mill produces animal feed.
24. The visit provided an invaluable insight into the work and services provided by the organisation. The Committee was extremely grateful for the time taken by the hosts to explain the work of the feed mill. On behalf of the Committee the ACAF Secretariat wishes to thank BOCM Pauls for their time during the visit.



Figure 1: ACAF Members, Assessors, Secretariat and staff from For Farmers

Visit to APHA Penrith

25. Following the visit to ForFarmers (formerly BOCM PAULS), the Committee visited the Animal and Plant Health Agency (APHA) (formerly Animal Health and Veterinary Laboratories Agency) at their laboratory in Penrith. The Committee was interested to hear of the diverse range of work undertaken by APHA on feed issues. On behalf of the Committee, the ACAF Secretariat wishes to thank APHA for their time during the visit.

Horse feed issues

26. Chris Gordon and Claire Williams from the British Equestrian Trade Association (BETA) provided the Committee with an interesting presentation on the work of BETA on certain key issues faced by the Association at the Committee's May meeting. These included: claims, and labelling. The representatives from BETA added that with the assistance of the Food Standards Agency, guidance on these issues had been prepared which helps BETA members' understanding of and adherence to the legislative requirements. The BETA representatives went on to explain the work it was carrying out on feed additives.
27. ACAF Members provided advice as to how BETA members could gain consistent advice on labelling issues via national fora e.g. the National Agricultural Panel.

Antimicrobial resistance – work of the National Office of Animal Health

28. Mr Phil Sketchley Chief Executive of the National Office of Animal Health (NOAH) provided the Committee with information on work his organisation had carried out on antimicrobial resistance with regard to the use of veterinary medicines. Members were informed that the European Commission is currently reviewing legislation on veterinary medicines and on the administration of veterinary medicines via medicated feed. Additionally, the Committee was informed of work carried out by NOAH on consumer attitudes to the use of veterinary medicines in food producing animals. The Committee noted that, although it has a peripheral interest in the subject, it was an important area and wished to be kept informed of developments.

New Plant breeding techniques

29. A member of the Committee gave a presentation on new plant breeding techniques and said that the legislative position for plants derived from these new technologies was not yet clear. Some of these new techniques might be adopted by industry because of the potential advantages they offered. The Committee was interested in the research and wished to be kept informed of new developments.

October 2014 Meeting

Organic Issues

30. The Committee was advised by a representative from the Department for Environment, Food and Rural Affairs (Defra) on the European Commission's proposed changes to the existing regulations for organic production and labelling of organic products and the work Defra had done as part of the negotiations. The Committee was advised of the main changes to the existing Regulations and the concerns raised by both industry and Defra. Members of the Committee agreed to provide their comments on the proposals to Defra.

Medicated feed and medicinal products

31. At the same meeting, officials from the Veterinary Medicines Directorate (VMD) provided the Committee with information concerning the European Commission's proposals to revise legislation on medicated feed and medicinal products. The Committee was informed that the proposals had been published on 10 September 2014, with the first working groups being held on 9 and 10 October. The Committee was keen to assist in the negotiations as required.

Agricultural Industries Confederation Sustainability Committee

32. Nick Major, chairman of the Agricultural Industries Confederation (AIC) Feed Sector Sustainability Committee provided the Committee with an interesting presentation on the work of his committee which considers issues relating to sustainable animal feed. The scope of that committee covers feed ingredients and their sources, feed production, product use and wider cross sector issues such as environmental foot printing and the sustainable use of natural resources. ACAF members agreed that they would revisit the issue of sustainability at a future ACAF meeting.

Feed Adviser Register

33. John Kelley from the AIC provided Members with a presentation on the Feed Adviser Register (FAR). This was an update from a previous presentation made by George Perrott (AIC) provided at ACAF's January 2013 meeting. Mr Kelley noted that the Register had been launched on 1 May 2013 was intended to provide a professional register for feed advisers in the UK.

34. Mr Kelley explained the key objectives of the register and outlined work that AIC was undertaking to identify gaps and other improvements to make the register more robust.
35. Members had several questions regarding issues on experience, qualifications and working in the industry. Additionally, the Committee was keen to find out how other similar schemes, such as the British Society of Animal Science (BSAS), were progressing.

Update on Feed additives

36. A member of the ACAF Secretariat provided the Committee with an oral update on the re-authorisation of feed additives. The Committee learned that the re-authorisation process was still continuing.

Genetically Modified (GM) Issues related to animal feeds

Approval of GM lines

37. During the year, the Committee's Secretary provided updates on progress with authorisation of certain GM crops that had been evaluated by EFSA under EU Regulation 1829/2003 on GM Food and Feed. A full list of GM approved materials is maintained on the European Commission's website:

http://ec.europa.eu/food/dyna/gm_register/index_en.cfm

EU Developments

38. In addition to those already mentioned, the Committee received reports on a wide range of EU policy and legislation issues throughout 2014. Relevant papers are listed in Annex III.

Official feed and food controls – Review of Regulation (EC) No 882/2004

39. EC Regulation 882/2004 sets out the general approach that must be taken, and the principles that must be adopted, by the competent authorities in EU Member States that have responsibility for monitoring and enforcing feed and food law and animal health and animal welfare rules. It also provides the legal basis for the European Commission to assess the effectiveness of national enforcement arrangements. The aim is to create a more comprehensive and integrated, risk-based, EU-wide, 'farm to fork' approach to official controls. The objective is to improve the consistency and effectiveness of controls across the EU and as a consequence, raise standards of food safety and consumer protection and provide a more level playing field for businesses. Most of the provisions applied from 1 January 2006, with others, primarily those on the financing of official controls, applied from 1 January 2007.
40. At the Committee's October 2013 meeting, Members of the Committee had been informed that the European Commission had adopted a package of measures to strengthen Regulation 882/2004 aiming to provide a modernised, simplified, more risk-based approach to official controls. At its February 2014 meeting members were updated on the four working party meetings in the Council of the European Union that had since been held to discuss the text and its implications. The meetings had concentrated on imports with the discussion focussing on the harmonisation of import controls for plants, plant reproductive material and plant protection products to ensure that the

proposal adequately reflected those sectors alongside food, animal feed and live animals.

41. At its May meeting, Members were told that there had been two working party meetings in the Council of European Union since the update provided in February. The first technical reading through of the official controls proposal was completed in April. Charging was the topic that had generated the most debate. There was general support for the requirement to ensure sufficient resources are available to enforcement bodies. However, the majority of delegations were against achieving this through mandatory fees in all sectors. Each delegation was asked to complete a questionnaire on fees to feed businesses. This was submitted by the UK in March 2014.
42. Members were reminded at ACAF's October meeting that the first half of 2014 saw the completion of the first technical read-through of the proposal, and the start of discussion of amended articles on scope, definitions and general rules for official controls. The updated articles were seen as a positive step forward and incorporated several comments made by UK stakeholders. The main focus for the remainder of 2014 was to achieve consensus on the key issues of charging, the use of official veterinarians and minimum frequencies for official controls. Several drafts of the charging articles had already been circulated and although progress had been made, a solution was still some way away.

European Commission Regulation 225/2012

43. At the Committee's February meeting, Members were advised that in summer/autumn 2013, the Food Standards Agency undertook a public consultation on a draft Statutory Instrument to provide for the application of EU Regulation 225/2012 on fats and oils for feed use. This Regulation requires (a) the producers and processors of fats and oils of vegetable origin to be approved under EU Regulation 183/2005 on feed hygiene rather than (as previously) merely registered; and (b) requires relevant feed business operators to undertake a programme of monitoring of fats and oils of vegetable and marine origin for dioxins and dioxin-like PCBs. The finalised Statutory Instrument - the Feed (Hygiene and Enforcement) and the Animal Feed (England) (Amendment) Regulations 2013 (S.I. 2013 No. 3133) - was signed by the responsible Minister on 9 December 2013, laid in Parliament on 16 December 2013, and came into force on 17 January 2014. An online version of the Statutory Instrument is available at:

<http://www.legislation.gov.uk/ukSI/2013/3133/contents/made>

44. At its May meeting, Members were informed that Commission Regulation 225/2012 controls on oils and fat-derived products used in the feed sector contains a provision that the controls for mandatory monitoring of feed products should be reviewed after two years of operation. This review should have commenced in March 2014, however, due to pressure of other work, the Commission's review had not yet got under way.
45. Members were informed at the October 4 meeting that the review had started; the Commission's proposal was expected shortly.

Food and Veterinary Office: Audit to Great Britain January 2014

46. At the February meeting, Members were provided, with an oral report on the Food and Veterinary Office (FVO) audit of UK feed law enforcement that took place in January 2014.
47. The audit covered risk management along the feed chain including enforcement of Regulation 225/2012 on the approval of establishments placing on the market, for feed use, products derived from vegetable oils and blended fats. The findings of the FVO auditors expressed at the audit closing meeting were, in general, favourable.
48. A further update was provided at the Committee's May meeting by an FSA official who explained that the draft report had not yet been received but a copy of the draft recommendations provided by the Lead Auditor indicated they had seen an improvement in the delivery of official controls since their last audit in 2011.
49. A copy of the FVO audit report can be viewed using the following link:

http://ec.europa.eu/food/fvo/audit_reports/details.cfm?rep_id=3319

Induction Training



50. On the 15 October, as part of their induction training, new Members of the Committee: Professor Robert Smith (veterinary science), and Mr Geoffrey Brown (feed materials) visited the Animal

Figure 2: ACAF Secretary and new Members

and Plant Health Agency (APHA) (formerly Animal Health and Veterinary Laboratories Agency) at its laboratory in Penrith .

51. Visits like this help inform the Committee's membership about how feed businesses operate and about new technical developments.



Figure 3: the ACAF Secretary, new Members and colleagues from APHA

52. Members were extremely grateful to APHA for their time during the visit which they found both enjoyable and instructive allowing members to properly appreciate the work carried out by this Government department.

Forward Work Programme and Horizon Scanning

53. Through correspondence, the Committee conducted an exercise that combined consideration of its Forward Work Programme and other items suggested for horizon scanning. The Committee agreed a provisional forward work plan, at its 22 October meeting, adding that further work was required before it could be finalised. The forward work plan was finalised in April 2015.
54. A copy of the Committee's Forward Work Programme is shown at Annex IV.

Food Standards Agency – Governance of Science

55. During 2006 the Committee was actively involved in helping to develop good practice guidelines for scientific advisory committees (SACs) that advise the Food Standards Agency. This came on the back of a drive to strengthen systems and processes used for science governance within the Food Standards Agency and making them more transparent.
56. Since its foundation in April 2000, the Food Standards Agency has based its policy decisions on scientific evidence. The network of independent scientific advisory committees that provide external scientific expertise and advice are fundamental to the Food Standards Agency's work and reputation. The Dean Review¹ showed that there was overwhelming support for the Food Standards Agency's policy of basing decisions on scientific evidence, and that this policy should be maintained and developed further. In response, the Food Standards Agency made proposals for strengthening the systems and processes used for science governance and making them more transparent, the development of the Good Practice Guidelines being one of them.
57. At its March 2012 meeting, the General Advisory Committee on Science (GACS) discussed a paper that presented the conclusions of the review of science governance in the FSA, led by the FSA Chief Scientist. The aim of the review was to take stock of key issues, developments and discussions since the last review (in 2006/7) including the Science Review of the FSA and discussions by the GACS, to identify any revisions needed to policy, tools or procedures.
58. The Guidelines revised and updated in July 2012, set out in Annex V list the basic principles which are followed by scientific advisory committees such as ACAF when assembling and using scientific advice.

Framework for iteration and dialogue between FSA and the SACs

59. In July 2012 the Food Standards Agency published a framework for iteration and dialogue between FSA and the SACs. The framework set out in Annex VI lists the objectives and boundaries for iteration and dialogue between the FSA and the SACs. It aims to ensure that this dialogue is effective, transparent, and respects the different roles and responsibilities of risk assessment and risk management. The SACs provide independent expert advice on risk assessment and other scientific issues that inform risk management decisions. FSA is responsible for policy and decision making.

¹ An independent review of the Food Standards Agency conducted by The Rt Hon Baroness Dean of Thornton-le-Fylde in 2005.

Membership

Meet the Members

60. ACAF currently consists of a Chairman and 13 members from wide-ranging backgrounds including consumer affairs, farming, the feed industry and science. Members are appointed in accordance with the Nolan Principles and guidance issued by the Office of the Commissioner for Public Appointments (OCPA), which aim to ensure fairness and transparency in appointments to public bodies. ACAF members and their main areas of expertise are listed below.



Dr Brown (Chairman) is a medically qualified registered specialist in occupational medicine and toxicology. He is also a graduate in agricultural biochemistry and nutrition and has a wide range of knowledge and experience within occupational health, toxicology, agriculture and food safety.

Dr Brown is Director and Head of Department of the Occupational Health Service at the University of Oxford and is also an honorary consultant physician in occupational medicine at Oxford University Hospitals and Public Health England. He was formally Chairman of the Pesticide Residues Committee and is presently a member of the Advisory Committee on Toxic Substances of the Health and Safety Commission and a member of the Food Standards Agency's General Advisory Committee on Science.



Ms Angela Booth (feed manufacturer) is a Technical Development and Assurance Director for AB Connect (part of the AB Agri group) a leading British supplier of pig and poultry compound feed and co-products.

She has worked in the UK animal feed industry for over 30 years. She has a BSc in Animal Nutrition from Edinburgh University. Her current role includes responsibility for nutrition, quality assurance, feed safety and legislation. Ms Booth also has responsibility for feed safety across the whole of AB Agri, which comprises a diverse range of animal nutrition businesses selling compound feed, co-products, premix, feed materials and feed additives to more than 40 countries.



Tim Brigstocke who left the Committee on 30 June 2014

(feed materials) is an independent farm livestock consultant who specialises in animal feeds. He is currently Policy Director for the Royal Association of British Dairy Farmers, Executive Director for Cattle Health Certification Standards (CHeCS) and Chairman of both the Institute of Agricultural Management and the industry wide Cattle Health and Welfare Group. He was until late 2011 Executive Chairman of the Rare Breeds Survival Trust. Tim serves on a large number of industry bodies including the board of RUMA, and chairs the Society of Biology's College of Elected Members. He is a member of the Veterinary Residues Committee.



Mr Geoffrey Brown (feed materials) since graduating with a first class Honours degree in the Physiology and Biochemistry of Farm Animals has worked continuously in the animal feed pre-mixture industry in a variety of positions until 2007 when he moved into full time regulatory

management. He has worked closely with a number of UK trade associations and their European counterparts. Mr Brown is a Member of the Legal Affairs and Scientific Committee and chairs the Pre-mixture and Mineral Feeds Committee of the Agricultural Industries Association. Since his retirement in June 2014, Mr Brown has taken up an appointment as the General Secretary of the British Association of Feed Supplement and Additive Manufacturers (BAFSAM) and chairs its Regulatory and Technical Committee. He has worked extensively in various Working Groups and Task Forces of FEFANA, the European Association of Speciality Feed Ingredients and their Mixtures, of which BAFSAM is the UK 'platform'. Mr Brown is a past president of the Society of Feed Technologists, was a long standing member of the management committee and continues to be a member. He is also a Member of the British Society of Animal Science.



Ann Davison (consumer) is an expert on customer insight, consumer engagement and clear communication. She was Defra's consumer advisor, is a member of Defra's Expert Committee on Pesticide Residues in Food (PRiF) and chairs the PRiF's communications sub-committee. Ms Davison is also a member of the British Standards Institute's Consumer and Public Interest Strategic Advisory Committee; a member of the National Consumers Federation and the National Council of Women. Ann was Chair of the Fairtrade Foundation's Certification Committee.

Barrie Fleming who left the Committee on 26 February 2014

(veterinary science) is a partner in a poultry-only practice, St David's



Poultry Team. Mr Fleming had nine years' experience in general practice before moving into the pharmaceutical and animal feed additive specialism in 2002, where he remained until 2008 when he joined the St David's Poultry Team. He has broad veterinary experience involving all domestic species and is a member of several relevant industry committees.



Professor Stephen Forsythe (microbiology) is a Professor of Microbiology at Nottingham Trent University. His main research area is primarily on foodborne infections. He has been an invited participant and speaker at three FAO/WHO risk assessments on the microbiological safety of powdered infant formula. Professor Forsythe has also been a member of the European Food Standards Authority: Additives and Food Contacts Materials Panel, and an ad hoc member on the Qualified Presumption of Safety and Biohaz Panels.



Peter Francis (farmer) is a mixed arable and livestock farmer and a former dairy producer based in West Wales. He has held many positions within the National Farmers Union, including the county Chairman, dairy committee delegate, rural affairs delegate and is currently the Carmarthenshire delegate on the England and Wales Council. Mr Francis sits on the Welsh Assembly Government Appeals Panel for the Single Farm Payment.



Professor Ian Givens (animal nutrition) is a nutritional scientist and Professor of Food Chain Nutrition and Director of the Food Production and Quality Research Division at the University of Reading, School of Agriculture, Policy and Development. He is also leader of the Lipids in the Food Chain research theme within the University's Centre for Food Security.

Within the University he has responsibilities for managing a large research division the work of which focuses on foods produced by animals. His research focuses on the impact of animal derived foods on chronic disease in humans and the potential for their composition to be improved together with aspects of environmental nutrition. He is a Member of the Scientific Advisory Committee to the British Nutrition Foundation and a member of the External Advisory Committee of the University College Dublin Institute of Food and Health. He is also currently Deputy Chairman of ACAF.



Dr Wendy Harwood (Novel Biotechnology) has worked for 25 years on the genetic modification of crop plants. She has a first class degree in Biology and a PhD in plant transformation. Dr Harwood is currently responsible for the Crop Transformation Group at the John Innes Centre, Norwich.

Her group focuses on the development of improved genetic modification technology for cereals and Brassica species, the safety assessment of GM crops and the development of crops with improved drought tolerance. She has experience of running GM field trials and her group is responsible for the Biotechnology Resources for Arable Crop Transformation (BRACT) platform that provides transformation resources to research groups world-wide.

Dr Harwood is an honorary lecturer at the University of East Anglia, contributing to undergraduate and post-graduate teaching. She is very active in science communication activities including contributions for television, radio as well as demonstrations, presentations and lectures for a range of interest groups including schools and farmers' organisations. Dr Harwood is an active member of a European Farmer Scientist Network, regularly attending meetings in Brussels where current issues involving GM crops, that impact EU farmers are considered. She sits on several John Innes Centre Committees including the External Relations Steering Group and Biological Safety Committee.



Mrs Christine McAlinden (toxicology) is Associate Director with toXcel International Ltd and is a toxicologist with 20 years' experience; She provides scientific and regulatory advice to the chemical, biotech and pharmaceutical industries. She has a BSc (Honours) in Applied Biology from Nottingham Trent University and obtained certification as a Diplomate

American Board of Toxicology. Mrs McAlinden has been on the UK and European Register of Toxicologists since 2001. Between 2003 and 2008, she served on the Education Sub-committee of the British Toxicology Society. She has been a member of the panel for the UK Register of Toxicologists since between 2009 and 2014.



Dr David Peers (animal nutrition) is a Senior Livestock Adviser for ADAS. He has a BSc (Honours) from the University College of Wales, Bangor and has obtained a PhD (Doctorate in Animal Nutrition Research). Dr Peers has wide experience over 40 years of farm livestock consultancy across all species specialising in livestock

nutrition and forage production. He has carried out research and development work in livestock nutrition and production, forage production and evaluation and has had 16 papers published in scientific journals. Dr Peers acts an expert in litigation cases. He has also organised and delivered courses on animal nutrition and has provided lectures at local level to farmers, industry and consultancy groups on animal nutrition. Dr Peers has represented ADAS at national and international conferences.



Dr Timothy Riley (lay person) is the Chairman of a biotechnology company and a Non-Executive Director of a health testing company. He also is Executive Chair to Wellstate a health policy and healthcare advisory company.

He has a first class honours degree in Applied Biology and a PhD from Kings' College Cambridge. Following research fellowships in molecular biology at Cambridge and London

he moved to the Medical Research Council to administer HIV/AIDS research funding.

Dr Riley joined the Department of Health in 1991 and became a Senior Civil Servant in 1994. Dr Riley held a number of high-level roles including the Head of NHS Public Health Policy and Head of Health Outcomes and Effectiveness. In 2000, Dr Riley moved to the NHS as a Health Authority Executive Director, before being appointed as Chief Executive to a Primary Care Trust. He led three NHS Trusts as Chief Executive over an 11 year period before retiring from the NHS in 2011.

Dr. Riley is a Board member of the National Institute for Health Research, Health Services Research Board and a Member of the NHS Futures Forum, which was launched by the Prime Minister.

In addition to his Non-executive Director roles and health and wellbeing business interests, Dr Riley has resumed more direct management of the beef and lamb livestock farm which he has owned for over 20 years.'



Professor Robert Smith (veterinary science) has been a veterinary surgeon for 25 years, and currently carries out clinical work on dairy, beef, and sheep farms as part of the veterinary practice run by the University of Liverpool. He also has research and knowledge exchange roles within the University of Liverpool School of Veterinary science working with a range of partners in the food supply chain. Professor Smith has a degree in biochemistry and a PhD in neuro-

endocrinology in addition to his veterinary graduate and post graduate qualifications. He is an author of 66 peer-reviewed scientific papers and has contributed written material to a range of publications. Professor

Smith is involved in on-farm monitoring of cattle health and nutrition, interpretation of forage analysis and animal response to nutrition. He has been a tutor on courses for veterinary surgeons, farmers and animal feed companies. As lead academic of the Tesco Dairy Centre of Excellence, Professor Smith works regularly with dairy farmers across the UK who supply Tesco with liquid milk, the two largest milk processors and the largest retailer. He runs on-farm studies and training workshops guided by industry requirements. The Group has also contributed to a Knowledge Transfer Partnership on ad lib versus restricted feeding of milk replacer to calves. The animals are being monitored into lactation to see if there is an ongoing benefit of early animal nutrition on health and production.



Mr Edwin Snow (feed industry) was for seventeen years employed as the Technical Manager – Milling Division at Noble Foods.

From the 1st April 2011 he became an independent consultant advising feed and related businesses on quality assurance, hygiene and feed legislation.

He is a Member of the Agriculture Industries Confederation's Legal Affairs and Scientific Committee and current Chairman of the Feed Material Assurance Scheme (FEMAS) Working Group.

He is also a Member of the Royal Society of Chemistry and advises the British Egg Industry Council on all matters relating to feedingstuffs.



Mrs Stephanie Young (Enforcement) is a Trading Standards Practitioner and has been employed in an enforcement capacity for the past 17 years, prior to which she was employed in the farming industry. She holds formal qualifications in Management, Agriculture, Trading Standards, Animal Health, Investigative Practice and HACCP. She has recently obtained a BA (Hons) degree in Business Management.

Mrs Young is the Chairperson of the National Animal Health and Welfare Panel and was until 2011, the Chair of the Central England Feed Enforcement Group. She is the Secretary to the Central England Animal Health and Welfare Group. Mrs Young sits on two Defra Groups: the On-Farm Steering Group and the Defra TB Compliance and Enforcement Group. She has participated in a number of Food and Veterinary Office Audits both at local and national level representing Staffordshire County Council and local authorities for England and is a Lead Officer for the Trading Standards Institute.

In her role at Staffordshire County Council, Mrs Young oversees enforcement work relating to feed law and animal health. She is the Primary Authority Officer for the largest renderer in the country.

Current Terms of Office of ACAF Members

61. To ensure continuity, re-appointments to ACAF (usually for periods of three years) are staggered so that only a proportion of the membership falls vacant each year. The terms of office of ACAF members are as follows:

Until 31 August 2015

Ms Ann Davison*

Mr Peter Francis*

Until 31 August 2016

Professor Stephen Forsythe (microbiology)

Until 30 September 2016

Dr Wendy Harwood*

Dr Timothy Riley*

Mrs Stephanie Young*

Until 8 May 2017

Dr Ian Brown (Chairman)

Until 31 May 2017

Professor Ian Givens (Animal Nutrition)

Until 30 June 2017

Mr Edwin Snow (Feed Industry)

Until 31 August 2017

Ms Angela Booth (Feed manufacturer)

Until 30 September 2017

Mr Geoffrey Brown (feed materials)*

Professor Robert Smith (veterinary science)*

Until 30 November 2017

Dr David Peers (Animal Nutrition)

Mrs Christine McAlinden (Toxicology)

* first term of office

Appointments 2014

62. Mr Geoffrey Brown was appointed as the Committee's feed materials representative, and Professor Robert Smith was appointed as the Committee's veterinary science representative. The terms of appointment for both Members run from 1 October 2014 until 30 September 2017.

End of appointments 2014

63. The Committee said goodbye to Tim Brigstocke (feed materials). Additionally, Barrie Fleming (veterinary science) tendered his resignation from the Committee. The Committee, the Food Standards Agency and the devolved countries were extremely grateful for these Members' commitment and input to the work of ACAF and wished them every success in the future.

ACAF Secretariat

64. The Committee's secretariat is staffed by officials from the Food Standards Agency.



From left to right – Freddie Lachhman, Mark Bond, Keith Millar (ACAF Secretary) and Mandy Jumnoodoo.

The Committee's Commitment to Openness

65. ACAF is committed to a policy of openness and engagement with stakeholders. Copies of agendas, papers, advice, reports and minutes of meetings can be found on the Committee's website at:

<http://acaf.food.gov.uk>

66. Paper copies of these documents can be obtained by contacting the ACAF Secretariat at the address shown at paragraph 6.

67. The nature of the expertise and experience required for ACAF membership means that some members have links with the feed industry, farming and other relevant sectors. Details of members' interests can be found in the Register of Members' Interests at Annex VII. These details are regularly updated in the on-line version of the Register on the website. ACAF members are required to declare all relevant interests in writing when they are appointed and are reminded to update as necessary at the beginning of each meeting. Members are also required to declare any direct commercial interests, or those of close family members, in matters under discussion at each meeting. This declaration is recorded in the minutes of meetings, which are freely available to members of the public.

68. The Committee held all three of its meetings in 2013 in open session, one of which was in Bristol. These meetings were attended by observers from a range of stakeholders. Observers were not allowed to contribute to discussions, but were able to ask questions at the end of the meeting. ACAF is committed to continue to hold open meetings. Following each open meeting observers are canvassed for their views on the subject matter and conduct of the meeting.

Annex I

Request for Information on ACAF

Information on ACAF can be found on its website. If you do not have internet access and would like to receive further information about the work of the Committee free of charge please complete and return the form below:

Name:			
Address:.....			
Company/Organisation:.....			
Please send me the following ACAF papers as they become available: (tick as appropriate)			
Minutes of meetings	<input type="checkbox"/>	Annual & other reports	<input type="checkbox"/>
News Releases	<input type="checkbox"/>	Consultation documents	<input type="checkbox"/>
ACAF recruitment exercises	<input type="checkbox"/>	Other information (please specify)	<input type="checkbox"/>
Please return your completed form to:			
The Food Standards Agency ACAF Secretariat Room 1B Aviation House 125 Kingsway London WC2B 6NH Tel: 020 7 276 8083 Fax: 020 7 276 8289 Email: acaf@foodstandards.gsi.gov.uk			

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Annex II

ACAF sub group on review of on-farm feeding practices

Terms of reference, membership and work of the On-farm feeding practices Working Group

Role

To review and update the report produced by ACAF in 2003 following its review of on-farm feeding practices.

Terms of Reference

- To highlight ways of minimising risks and identifying hazards;
- to consider new developments in relation to on-farm feeding practices;
- to review key documents and identify areas in the 2003 review of on-farm feeding practices that require updating;
- to highlight potential feed safety risks in relation to new processes and legislation which are not highlighted in the 2003 review and identify those which are considered best practice;
- to consider whether the recommendations in the 2003 review of on-farm feeding practices have been carried out. Consider where progress has not been made. Highlight progress made against recommendations made in in the 2003 report identifying continuing areas for improvement;
- to ensure that the review considers all feed business operators;
- to suggest to the main Committee practical communication initiatives for publicising the recommendations and final revised report; and
- to confirm whether the main hazards and risks identified in the 2003 review are still relevant, and to increase awareness of these amongst the farming community and other stakeholders.

Outputs

The group will report back to the main Committee meetings on its discussions and recommendations. This may be an oral update or may take the form of a written paper for more significant issues/discussions.

Membership

Chair
Ms Angela Booth

Deputy chair
Dr Timothy Riley

Members

Dr David Peers

Mr Edwin Snow

Mr Tim Brigstocke

Mrs Stephanie Young

Co-opted Members

Departmental representatives

Mr Stephen Wyllie (Defra)

Ms Hilary Neathey (FSA Wales)

Mr John Hirst (FSA Wales)

Mr Freddie Lachhman (FSA)

1. During 2014 the sub-group met on 2 June and 3 September. At its first meeting the sub-group concluded that the revised guidance should provide helpful information about food safety as well feed safety. The guidance should consist of an executive summary and a crisp one page list of recommendations, an introduction outlining the background and charting progress since 2003. The document should also outline the levels of hazards and minimise risks. There should also be a glossary of terms. The Annexes will include legislative requirements, a separate annex referring the reader to various useful links such as ACAF papers, relevant codes of practices and assurance schemes. The Group agreed that colleagues in Defra, AHVLA and VMD will be invited to update relevant sections within their remit.
2. At its second meeting, the sub-group considered the topics that should and shouldn't be included in the revised document; the target audience; and timelines of i) significant events that have occurred since the original report was published in 2003; and ii) on BSE and how the issue is still having an impact on the feed sector i.e. the ban on ruminant gelatine. The sub-group agreed that the document should note the issue of emerging risks and the increase of self-regulation by the industry working in tandem with enforcement authorities; how earned recognition will help to reduce risk; other areas should also to be considered for inclusion in the document included keeping the integrity of feed handling equipment; medicated feeds; and inclusion of a table outlining animals, their feed types, the legislation covering these, relevant assurance schemes and the typical feeding ration.
3. The sub-group will continue with its review and will provide its conclusions to the main Committee during 2015.

Annex III
Papers Considered by ACAF in 2014

NO. OF PAPER	NAME OF PAPER	MEETING NUMBER	DATE OF MEETING
ACAF/14/01	Can feed additives reduce the environmental impact of livestock farming – analysis of the evidence.	63rd	26 February 2014
ACAF/14/02	Work of FEEDAP.	63rd	26 February 2014
ACAF/14/03	Development of a new ‘super’ wheat breed.	63rd	26 February 2014
ACAF/14/04	Possible revision of the ACAF Review of On-Farm Feeding Practices.	63rd	26 February 2014
ACAF/14/05	United Kingdom Former Food Processors Association.	63rd	26 February 2014
ACAF/14/06	EU Developments.	63rd	26 February 2014
ACAF/14/07	Update on the work of other Advisory Committees.	63rd	26 February 2014
ACAF/14/08	Feed Law Enforcement Review Implementation Programme.	63rd	26 February 2014
ACAF/14/09	ACMSF Antimicrobial Resistance Working Group Summary of second meeting of the group held on 6 December 2013	63rd	26 February 2014
ACAF/14/10	Implementation of Earned Recognition in the Feed Sector	64th	9 May 2014
ACAF/14/11	EFSA panel on Genetically Modified Organisms (GMO)	64th	9 May 2014
ACAF/14/12	Horse Feed issues	64th	9 May 2014
ACAF/14/13	Antimicrobial Resistance – work of the National Office of Animal Health	64th	9 May 2014
ACAF/14/14	EU Developments	64th	9 May 2014

ACAF/14/15	Update on the work of other Advisory Committees	64th	9 May 2014
ACAF/14/16	Meeting Summary of the VMD Antibiotic Resistance Engagement Forums	64th	9 May 2014
ACAF/14/17	ACAF Forward Work Plan		May 2014
ACAF/14/18	Draft ACAF Forward Work Plan		August 2014
ACAF/14/19	Agricultural Industries Confederation – Sustainability Committee	65th	22 October 2014
ACAF/14/20	Organic Feed issues	65th	22 October 2014
ACAF/14/21	AIC's Feed Adviser Register (FAR)	65th	22 October 2014
ACAF/14/22	Forward Work Programme	65th	22 October 2014
ACAF/14/23	EU Developments	65th	22 October 2014
ACAF/14/24	Update on the work of other Advisory Committees	65 th	22 October 2014
ACAF/14/25	Update on work of the ACMSF sub-group on antimicrobial resistance.	65 th	22 October 2014 (not issued)
ACAF/14/26	Update on actions by the Food Standards Agency in response to ACAF advice.	65 th	22 October 2014

Annex IV

ACAF Forward Work Programme

Introduction

Attached is a copy of the Advisory Committee on Animal Feedingstuffs forward work plan. The Committee takes a proactive approach to ensure that developments in animal feed and feed safety are identified and prioritised as appropriate. It should be noted, however, this is a living document which can be amended to take account of changing priorities as new issues arise or the urgency of existing priorities change due to impacts on feed safety.

High Priority - position of ACAF to be considered proactively (will be based on emerging and current issues with high and/or immediate impact on feed safety along with short term policy issues and strategic objectives for FSA and agricultural departments. The following considerations for determining high priority will include short term uncertainty risks, media interests and consumer perception).

Item no.	Topic	Progress	Expected Output
1.	Feed Incidents and related issues.	At its June 2012 meeting the Committee received a presentation from officials of the Department of Agriculture and Rural Development on Feed Incident Management in Northern Ireland from an enforcement perspective. The presentation outlined the level of preparedness in Northern Ireland for the handling of feed related incidents, including contingency planning, and risk assessment activities. The Committee was encouraged by the	To ensure safety of consumers by ensuring that systems in place to deal with incidents are robust and mitigate risks ensuring a timely response.

		arrangements in place.	
2.	Recommendations from the Food and Veterinary Office (FVO) audit to UK on feed law enforcement.	<p>The Committee was informed at its meetings in December 2011, March, June and September 2012 of the recommendations of FVO audits on the enforcement of feed legislation and work the Agency and other control authorities were carrying out to address the recommendations.</p> <p>The FVO conducted an audit of UK feed enforcement in January 2014. The official report and recommendations have been received and a formal UK response was sent to the Commission on xx.</p>	To ensure that the proposed actions to implement the recommendations of the FVO are proportionate and protect the consumer.
3.	Antimicrobial Resistance	<p>The Committee received a presentation on this issue at its September 2012 meeting. It agreed this topic was complex and it wished to explore the issues at a future meeting, where it could discuss the available evidence to support whether antimicrobial resistance was a significant issue for animal feed.</p> <p>The Committee received a presentation from the Chief Executive of NOAH on work the organisation had carried out on antimicrobial resistance with regard to the</p>	To be aware of updates and discussions affecting feed safety. To provide recommendations and comments on feed safety issues as necessary.

		<p>use of veterinary medicines. The Committee noted that although it has a peripheral interest in the subject, it was an important area and wished to be kept informed of developments.</p> <p>At its May 2013 meeting a Member of the Committee informed ACAF Members that they been invited to be a Member of an Advisory Committee on Microbiological Safety of Food Working Group on antimicrobial resistance. The Member agreed to keep ACAF Members informed on the Working Group's discussions. The ACAF Member has attended five meetings of the working group providing feedback including requests for information from these meetings at subsequent ACAF meetings.</p>	
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Medium Priority - position of ACAF responsive to developments and considered regularly (will be based on emerging and current issues with potential increasing impact on feed safety along with medium term policy issues and strategic objectives for FSA and agricultural departments which could change over time dependent on the nature and severity of risk. The following considerations for determining medium priority will include medium term uncertainty of risks, media interests and consumer perception).

4	Consolidation of Legislation	The Government has set a clear aim to	To note updates and provide comments if
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		<p>reduce the overall burden of regulation. To this end and under the auspices of the Red Tape Challenge, the national animal feed regulations will be simplified by consolidating the four main pieces of legislation into two. An Agency official will provide a presentation on the work being undertaken on the consolidation process at its October 2014 meeting.</p>	desired.
5.	Trace element status of Feeds	<p>There is some concern that changes in feed legislation leading to the manufacture of animal feed with lower levels of certain trace elements might lead to inadequate nutrient supply to humans. Key issues currently are iodine and selenium. The Committee received a presentation from an ACAF Member and a representative from the University of Surrey on iodine in feed at its October 2013 meeting. New advice from EFSA is being considered by its FEEDAP Panel to see whether this impacts on its previous advice regarding revised controls for iodine-based additives.</p> <p>The Committee to decide at a subsequent meeting whether item 12 - the manipulation of animal diets to enhance the nutritional value of food (milk, meat, eggs, fish)</p>	To provide recommendations and advice on potential impacts on feed safety as appropriate.

		should be amalgamated with this item.	
6.	Proposed revision of the ACAF Review of On-Farm Feeding Practices.	A sub-group of the Committee has been tasked to revise the Committee's Review of On-Farm Feeding Practices which was published in September 2003 and report back to the full Committee. The sub-group held its inaugural meeting on 2 June 2014 where Members agreed the sub-groups terms of reference, and timetable for production of a revised document. A further meeting was held on 3 September 2014, where Members reviewed a first draft of the revised document.	To review and update the Committee's 2003 report on on-farm feeding practices identifying developments since the report was published.
7.	Food/feed security: a) climate change and the impact on feed production; b) animal production including feeding systems and the effect on the environment; and c) global demand for animal derived foods and prices for primary production.	<p>During 2010, the Committee received presentations from a representative from the University of Reading/Deputy Chief Scientific advisor to the Department for International Development and another representative from University of Reading on items (a) and (b), respectively. The Committee agreed to keep these items on its workplan.</p> <p>Item (c) stems from a GACS horizon scanning workshop held on 24 June 2009.</p>	To identify and address potential feed safety issues arising due to food/feed security considerations and provide recommendations as necessary.

		<p>The Committee agreed it would like to explore this area further at a future meeting. It was agreed that the Secretariat should arrange for presentations to cover: (a) the UK position; (b) the European position; and (c) the worldwide position. The Committee envisages that the proposed presentations will help it to determine its formal stance on these issues.</p> <p>At its 22 October 2014 Members received a presentation from the Chairman of the AIC's Sustainability Committee. The Committee agreed to revisit the area of sustainability at a future meeting.</p>	
8.	Feed Safety – Potential Gaps	<p>At its 1 June 2011 meeting, the Committee was asked to consider potential safety gaps in the feed sector. It agreed to consider in further detail the following:</p> <ul style="list-style-type: none"> • identification of feed businesses; • awareness/competence of feed business operators (FeBOs); and • imports. <p>The Committee explored the three areas during 2012 and 2013 including presentations from industry organisations (e.g. the Agricultural Industries</p>	To identify potential gaps in feed safety and provide recommendations to address the gaps identified.

		<p>Confederation and the British Society of Animal Science on work they are doing on the awareness and competence of FeBOs). At its May 2013 meeting the Committee considered the conclusions it had reached during its exploration of potential safety gaps in the feed sector. These were published on 10 December 2013.</p> <p>http://acaf.food.gov.uk/papers/reviewgaps</p>	
9.	New Developments in feed for livestock species (including aquaculture).	<p>The Committee will continue to be updated on developments and will be asked for advice as required.</p> <p>The Committee received a presentation on work being carried out by FERA on insect protein as potential animal feed at its 9 October 2013 meeting. The Committee was keen to receive further updates on the work being carried out by FERA.</p> <p>The Committee received a presentation at its 26 February 2014 meeting on work being carried out by NIAB to develop a new type of wheat which could increase productivity by 30% offering greater yields. It asked for further updates on the work being carried out by NIAB.</p>	To be aware of new developments in feed manufacture and novel techniques and to make recommendations on potential safety issues.

		At its May 2014 meeting, the Committee received a presentation from Dr Wendy Harwood on new plant breeding techniques. The Committee noted that clarity was required on the legislative aspects of these techniques. It was interested in the research and wished to be kept informed of developments.	
10.	EU developments – including providing advice on UK negotiating lines.	The Committee receives EU development updates at every meeting and provides input to the UK delegation on a range of issues.	To note updates and provide comments if desired.
11.	Work of EFSA, including opinions on additives and contaminants relating to animal feed.	The Secretariat will continue to draw relevant EFSA Opinions and documents to the attention of ACAF for discussion.	To note updates and maintain links with EFSA, providing comments as necessary.
12.	The manipulation of animal diets to enhance the nutritional value of food (milk, meat, eggs, fish). Examples include: - enhancing the selenium content of livestock produce; - enriching foods with	The Committee first considered this issue in 2004-2005. A horizon scanning workshop organised by the GACS took place on 24 June 2009 and was attended by a number of ACAF Members. ACAF was requested to take forward the ideas discussed. At ACAF's September 2009 meeting a Member of the Committee agreed to carry out a literature review of	To be aware of developments and provide comments on potential issues for feed/food safety.

	<p>polyunsaturated fatty acids (PUFAs) including long chain n-3 PUFA;</p> <ul style="list-style-type: none"> - developing foods with reduced concentrations of saturated fatty acids; 	<p>research being carried out in this area. The report of the review was circulated to Members on 27 November 2009 and the key areas of research summarised.</p> <p>At its September 2012 meeting, Members were informed of developments on iodine and vitamin D. A Member of the Committee agreed to provide details of these developments to Members, which was circulated on 11 October 2012.</p> <p>This area will be revisited when significant developments occur.</p> <p>The Committee to decide at a subsequent meeting whether item 5 - trace element status of feeds should be amalgamated with this item.</p>	
13.	Emphasis on reduction in food waste	<p>Yet to be considered in general terms.</p> <p>The Committee is already aware of work being done in respect of the presence of adventitious packaging material in feed produced from surplus food.</p> <p>At its February 2014 meeting, Mr Paul Featherstone the newly-elected Chairman</p>	To provide comments to help to inform the FSA position on such initiatives.

		of the United Kingdom Former Foodstuff Processors Association (UKFFPA) provided a presentation on the work of the UKFFPA and its European equivalent, the European Former Foodstuff Processors Association. Members were interested in the Association's work which dovetails with initiatives on minimising packaging material in feed produced from former foodstuffs.	
14.	Forge closer links with other Advisory Committees and tackle issues of common interest.	<p>ACAF will continue to take opportunities to develop links with other SACs in respect of cross-cutting issues.</p> <p>ACAF Members and the Secretariat continued to work with the Advisory Committee on Microbiological Safety of Food (antimicrobial issues) and the Advisory Committee on Novel Food and Processes (GM Feed).</p>	To identify opportunities for working with other SACs to ensure potential feed safety issues in discussions by other SACs are identified and addressed appropriately.
15.	Microbiological issues	At its September 2011 meeting the Committee was asked to consider whether the policy adopted by the Food Standards Agency in relation to Salmonella in feed was appropriate. The Committee endorsed the line taken by UK officials in negotiations where a Hazard Analysis	To note developments and provide recommendations as necessary.

		Critical Control Point (HACCP)-type approach, as considered by the European Food Safety Authority and as set out in the UK Code of Practice, would be preferable to amendment of the Feed Hygiene Regulation.	
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Low Priority - items to be kept under observation but major changes not expected (Committee will keep a watching brief on low priority items which will be based on emerging and current issues with low impact on feed safety along with long term policy issues and strategic objectives for FSA and agricultural departments which could change over time dependent on the nature and severity of risk. The following considerations for determining low priority will include long term uncertainty of risks, media interests and consumer perception).

16.	Feed issues relating to organic production.	<p>The Committee received an update on UK negotiations on organic farming at its December 2011 meeting. The Committee agreed that this was an important issue and requested it be kept informed of developments.</p> <p>At its 22 October 2014 meeting the Committee received a presentation from a Defra official on proposals on organic products and labelling of organic products. Members agreed to provide comments to Defra on the Commission proposals.</p>	To be aware of developments in relation to organic production providing as necessary recommendations to take account of potential feed safety issues.
17.	Biofuels:	The Committee has considered this subject	To be aware of developments in relation to

	<ul style="list-style-type: none"> possible impact on the availability and cost of widely used selected feeds ; and the safety and use of feed co-products from the production of biofuels. 	<p>area in depth and its position paper was published on 30 April 2008.</p> <p>At its 3 March and 3 June 2010 meetings the Committee received update presentations on biofuels and agreed that its position paper should be revised and adapted to take account of quantifiable data and new developments.</p> <p>The Committee updated its position paper on biofuels at its September 2011 meeting and agreed to publish a revised document, which is available at: http://acaf.food.gov.uk/papers/biofuels</p>	<p>biofuels production providing as necessary recommendations to take account of potential feed safety issues.</p>
18.	Brominated flame retardants (BFRs)	<p>The Committee received a presentation on this issue at its 14 December 2011 meeting. It recommended that, with respect to further work the Agency proposes to undertake on this subject, specific areas should be considered, including investigating where the entry points of contamination might be for foods that were found to contain high levels of BFRs during food surveys, notably farmed fish and dairy products. The Committee also suggested that the Agency should extend any relevant</p>	<p>To be aware of developments in relation to brominated flame retardants providing as necessary recommendations to take account of potential feed safety issues.</p>

		<p>investigations to cover feed.</p> <p>A project on BFRs in food and feed has been commissioned and the research work is underway. To date, 105 samples of fish feed, oilseed/legumes, composite vegetable based feeds and cereals/by-products have been tested for total bromine content and testing is underway for individual BFRs in a subset of samples with the highest bromine content.</p>	
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Periodical update items for the Committee to be aware of that have long term impacts on feed safety that may or may not change rapidly over a period of time. The following considerations for determining periodical updates will include long term uncertainty of risks, media interests and consumer perception.

19.	GM issues including future developments in biotechnology (e.g. use of second generation GMOs) and possible links with GM nutritional work.	<p>The Committee receives regular update reports from the Secretary on EU developments; these include future developments in biotechnology.</p> <p>The issue of asynchronous approvals of GM varieties and its future impact on the security of feed supply has been brought to the attention of the Committee and is being monitored by the Secretariat.</p>	To note updates and provide comments if desired.
20.	Feed additive	An information paper was prepared by the	To note updates and provide comments if

	developments and issues.	Secretariat for ACAF's March 2008 meeting. The Committee considered this topic again at its June 2011 meeting. It noted that the assessment of applications for the re-authorisation of feed additives according to Article 10 of Regulation 1831/2003 had started. The Secretariat will keep the Committee informed of developments.	desired.
21.	Updates on BSE and TSE developments.	<p>An update on TSE and Meat and Bone meal issues was provided by an official from Defra at the Committee's December 2008 and June 2011 meetings.</p> <p>At its June and September 2011 meetings, Members agreed their wish to receive updates and monitor developments in respect of the European Commission's draft proposal to establish new criteria for feeding non-ruminant PAP (excluding fishmeal) to non-ruminants of a different species.</p> <p>The Committee also received a presentation from another official from Defra on an update of EU Animal By-Product controls at its meetings in December 2009 and September 2011.</p>	To note updates and provide comments if desired.

		<p>Members were provided with an oral update at its September 2012 meeting.</p> <p>Members agreed that this item should remain on its work plan and be periodically reviewed.</p>	
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Annex V

GOOD PRACTICE GUIDELINES FOR THE INDEPENDENT SCIENTIFIC ADVISORY COMMITTEES

PREAMBLE

The Government Chief Scientific Adviser's *Guidelines on the Use of Scientific and Engineering Advice in Policy Making*² set out the basic principles which government departments should follow in assembling and using scientific advice. The key elements are to:

- **identify early** the issues which need scientific and engineering advice and where **public engagement** is appropriate;
- draw on a **wide range of expert advice** sources, particularly when there is uncertainty;
- adopt an **open and transparent approach** to the scientific advisory process and publish the evidence and analysis as soon as possible;
- **explain publicly the reasons for policy decisions**, particularly when the decision appears to be inconsistent with scientific advice; and
- **work collectively** to ensure a joined-up approach throughout government to integrating scientific and engineering evidence and advice into policy making.

The *Code of Practice for Scientific Advisory Committees*³ and the Principles of Scientific Advice to Government⁴ provide more detailed guidance on the operation of scientific advisory committees (SACs) and their relationship with their sponsor Departments.

The Food Standards Agency's Board adopted a **Science Checklist** in 2006 (updated in 2012) that makes explicit the points to be considered in the preparation of policy papers and proposals dealing with science-based issues, including those which draw on advice from the SACs.

These **Good Practice Guidelines** were drawn up in 2006 by the Chairs of the independent SACs that advise the FSA based on, and complementing, the Science Checklist. They were updated in 2012 in consultation with the General Advisory Committee on Science (GACS).

² <http://www.bis.gov.uk/assets/bispartners/goscience/docs/g/10-669-gcsa-guidelines-scientific-engineering-advice-policy-making.pdf>

³ <http://www.bis.gov.uk/assets/BISPartners/GoScience/Docs/C/11-1382-code-of-practice-scientific-advisory-committees.pdf>

⁴ <http://www.bis.gov.uk/go-science/principles-of-scientific-advice-to-government>

The Guidelines apply to the SACs that advise the FSA and for which the FSA is sole or lead sponsor Department:

- Advisory Committee on Animal Feedingstuffs
- Advisory Committee on Microbiological Safety of Foods
- Advisory Committee on Novel Foods and Processes
- Committee on Carcinogenicity of Chemicals in Food, Consumer Products and the Environment⁵
- Committee on Mutagenicity of Chemicals in Food, Consumer Products and the Environment¹¹
- Committee on Toxicity of Chemicals in Food, Consumer Products and the Environment⁶
- Social Science Research Committee
- General Advisory Committee on Science

For the SACs with a shared sponsorship the Guidelines apply formally to their advice to the FSA; they may opt to follow them also in advising other sponsor Departments.

All these committees share important characteristics. They:

- are independent;
- work in an open and transparent way; and
- are concerned with risk assessment and/or science governance, not with decisions about risk management.

The Guidelines relate primarily to the risk assessment process since this is the main purpose of most of the SACs. However, the SACs may, where appropriate, comment on risks associated with different risk management options, highlight any wider issues raised by their assessment that they feel should be considered (distinguishing clearly between issues on which the SAC has an expert capability and remit, and any other issues), or any evidence gaps and/or needs for research or analysis.

In addition, GACS and SSRC may advise the FSA on aspects of the governance of risk management, or on research that relates to risk management.

Twenty nine principles of good practice have been developed. However, the different committees have different duties and discharge those duties in different ways. Therefore, not all of the principles set out below will be applicable to all of the committees, all of the time.

The SACs have agreed to review their application of the principles annually and report this in their Annual Reports. Compliance with the Guidelines will also be covered in the annual self-assessments by Members and annual feedback meetings between each SAC Chair and the FSA Chief Scientist.

⁵ Joint FSA/HPA Secretariat, HPA lead

⁶ Joint FSA/HPA, FSA lead

PRINCIPLES

Defining the problem and the approach

1. The FSA will ensure that issues it asks an SAC to address are clearly defined and take account of stakeholder expectations in discussion with the SAC Secretariat and where necessary the SAC Chair. The SAC Chair will refer back to the FSA if discussion suggests that further iteration and discussion of the task is necessary. Where an SAC proposes to initiate a piece of work the SAC Chair and Secretariat will discuss this with FSA to ensure the definition and rationale for the work its expected use by the FSA are clear.

Seeking input

2. The Secretariat will ensure that stakeholders are consulted at appropriate points in the SAC's considerations. It will consider with the FSA whether and how stakeholder views need to be taken into account in helping to identify the issue and frame the question for the committee.
3. Wherever possible, SAC discussions should be held in public.
4. The scope of literature searches made on behalf of the SAC will be clearly set out.
5. Steps will be taken to ensure that all available and relevant scientific evidence is rigorously considered by the committee, including consulting external/additional scientific experts who may know of relevant unpublished or pre-publication data.
6. Data from stakeholders will be considered and weighted according to quality by the SAC.
7. Consideration by the Secretariat and the Chair (and where appropriate the whole SAC) will be given to whether expertise in other disciplines will be needed.
8. Consideration will be given by the Secretariat or by the SAC, in discussion with the FSA, as to whether other SACs need to be consulted.

Validation

9. Study design, methods of measurement and the way that analysis of data has been carried out will be assessed by the SAC.
10. Data will be assessed by the committee in accordance with the relevant principles of good practice, e.g. qualitative social science data will be assessed with reference to guidance from the Government's Chief Social Researcher⁷.

⁷ Quality in Qualitative Evaluation: A Framework for assessing research evidence http://www.civilservice.gov.uk/wp-content/uploads/2011/09/a_quality_framework_tcm6-7314.pdf; The Magenta book http://www.hm-treasury.gov.uk/d/magenta_book_combined.pdf

11. Formal statistical analyses will be included wherever appropriate. To support this, each SAC will have access to advice on quantitative analysis and modelling as needed.
12. When considering what evidence needs to be collected for assessment, the following points will be considered:
 - the potential for the need for different data for different parts of the UK or the relevance to the UK situation for any data originating outside the UK; and
 - whether stakeholders can provide unpublished data.
13. The list of references will make it clear which references have been subject to external peer review, and which have been peer reviewed through evaluation by the Committee, and if relevant, any that have not been peer reviewed.

Uncertainty

14. When reporting outcomes, SACs will make explicit the level and type of uncertainty (both limitations on the quality of the available data and lack of knowledge) associated with their advice.
15. Any assumptions made by the SAC will be clearly spelled out, and, in reviews, previous assumptions will be challenged.
16. Data gaps will be identified and their impact on uncertainty assessed by the SAC.
17. An indication will be given by the SAC about whether the evidence base is changing or static, and if appropriate, how developments in the evidence base might affect key assumptions and conclusions.

Drawing conclusions

18. The SAC will be broad-minded, acknowledging where conflicting views exist and considering whether alternative interpretations fit the same evidence.
19. Where both risks and benefits have been considered, the committee will address each with the same rigour, as far as possible; it will make clear the degree of rigour and uncertainty, and any important constraints, in reporting its conclusions.
20. SAC decisions will include an explanation of where differences of opinion have arisen during discussions, specifically where there are unresolved issues, and why conclusions have been reached. If it is not possible to reach a consensus, a minority report may be appended to the main report, setting out the differences in interpretation and conclusions, and the reasons for these, and the names of those supporting the minority report.
21. The SAC's interpretation of results, recommended actions or advice will be consistent with the quantitative and/or qualitative evidence and the degree of uncertainty associated with it.

22. SACs will make recommendations about general issues that may have relevance for other committees.

Communicating SACs' conclusions

23. Conclusions will be expressed by the SAC in clear, simple terms and use the minimum caveats consistent with accuracy.
24. It will be made clear by the SAC where assessments have been based on the work of other bodies and where the SAC has started afresh, and there will be a clear statement of how the current conclusions compare with previous assessments.
25. The conclusions will be supported by a statement about their robustness and the extent to which judgement has had to be used.
26. As standard practice, the SAC secretariat will publish a full set of references (including the data used as the basis for risk assessment and other SAC opinions) at as early a stage as possible to support openness and transparency of decision-making. Where this is not possible, reasons will be clearly set out, explained and a commitment made to future publication wherever possible.
27. The amount of material withheld by the SAC or FSA as being confidential will be kept to a minimum. Where it is not possible to release material, the reasons will be clearly set out, explained and a commitment made to future publication wherever possible.
28. Where proposals or papers being considered by the FSA Board rest on scientific evidence produced by a SAC, the Chair of the SAC (or a nominated expert member) will be invited to the table at the Open Board meetings at which the paper is discussed. To maintain appropriate separation of risk assessment and risk management processes, the role of the Chairs will be limited to providing an independent view and assurance on how their committee's advice has been reflected in the relevant policy proposals, and to answer Board Members' questions on the science. The Chairs may also, where appropriate, be invited to provide factual briefing to Board members about particular issues within their committees' remits, in advance of discussion at open Board meetings.
29. The SAC will seek (and FSA will provide) timely feedback on actions taken (or not taken) in response to the SAC's advice, and the rationale for these.

Annex VI

Framework for iteration and dialogue between FSA and the SACs

The objectives and boundaries for iteration and dialogue between FSA and SACs are:

At the start of a task, to:

- ensure that SACs are aware of the context of requests put to them by the FSA (including whether the SAC advice will feed directly into a Board decision or update an assessment that underpinned a previous decision)
- where the SAC is initiating a task itself, to ensure that FSA and the SAC are clear on the rationale and the expected use of the outcome by FSA
- to ensure that the question to be considered by the SAC(s) is clear and appropriate (in turn helping to ensure that outputs of SACs will be useful for the FSA)
- to ensure that the approach proposed is appropriate and proportionate to the issue and the intended use of the SAC's advice
- to ensure that SACs are not asked, and do not attempt, to address issues that are not part of their remit, for example decisions on risk management
- to help FSA to identify at the outset the factors it will need to consider in weighing up options for risk management, and to select appropriate means to address these: issues for risk assessment by the appropriate risk assessors (if more than one is relevant, the respective tasks can be planned in a co-ordinated way); other factors to be addressed through other processes, and as far as possible by other types of evidence-based analysis.

At handover of an SAC opinion to FSA:

- for SACs to give indications of the certainty of scientific evidence and to address any variation in that evidence and the basis of 'unorthodox' opinion among experts (so that risk managers are aware of the confidence attached to the SACs' assessments and advice)
- for SACs to help to identify and assess risks associated with different risk management options (if not identified at the start, for example if options arise or develop after the original task for risk assessment is defined, or if new or unintended consequences of different risk management options emerge)
- for the SAC to highlight any wider issues raised by their assessment that they feel should be considered (distinguishing clearly between issues on which the SAC has an expert capability and remit, and any other issues)
- for SACs to highlight any evidence gaps, minority scientific opinions and/or needs for research or analysis and give an indication of their priority; to help to develop detailed research requirements; and to contribute to interpretation and evaluation of research results

- to help ensure that the risk assessment is understood by the risk managers, and used accurately in weighing and communicating risk management decisions

In feedback and review, to:

- to ensure SACs are informed in a timely manner on how their advice and recommendations (including on risk assessment or research needs) have been acted on, or not, and the reasons behind this, and that SACs can comment on this, especially when the action deviates from any explicit advice provided by SACs
- to provide feedback for both sides to help to improve procedures and practices

Annex VII

Register of Members' Interests

MEMBER	COMPANY/ ORGANISATION	NATURE OF INTEREST	COMPANY/ ORGANISATION	NATURE OF INTEREST
Ms Angela Booth	AB Agri	Divisional Director	Agricultural Industries Confederation Feed Executive Committee	Member
	20ha grass farm	Partner	FEFAC Council	Member
			FEMAS Steering Group	Chairman
			Assured Food Standards Pigs Technical Committee	Member
			Steering Board for two EU funded projects	Member
Mr G Brown	GB Micronutrition Services - consultancy to premix and feed sector	Self-employed	DSM Nutritional Products (UK) Ltd Regulatory Affairs – Internal auditor	Consultancy
	British Association of Feed Supplement	Secretary General		

	and Additive Manufacturers (BAFSAM)			
	BAFSAM - Regulatory and Technical Committee	Chair		
	Agricultural Industries Confederation – Legal Affairs and Technical Committee	Member		
	Agricultural Industries Confederation – Premix and Mineral Feed Committee	Chairman		
	Society of Feed Technologists	Member		
Dr I Brown	Pesticide Residues Committee	Chairman	None	None
	Advisory Committee on Toxic Substances of the Health & Safety Commission	Member		
	Responsible Use of	Member		

	Medicines in Agriculture			
	General Advisory Committee on Science	Ex officio Member		
Mr T Brigstocke	Tim Brigstocke Associates	Managing Partner	Royal Association of British Dairy Farmers	Policy Director
	Cattle Health Certification Standards (UK)	Exec. Director	National Equine Forum	Chairman
	Veterinary Residues Committee	Member	National Cattle Association (Dairy)	Executive Secretary
	Society for the Environment	Director/Trustee	Silcock Fellowship for Livestock Research	Trustee
	Cattle Health & Welfare Group	Chairman	RUMA Alliance	Director/Hon Treasurer
			Lantra, the Sector Skills Council for the land based sector;	Trustee;
Ms Ann Davison	National Consumer Federation	Member	None	None

	National Council of Women	Member		
Mr B Fleming	St David's Poultry Team	Partner	British Veterinary Poultry	Honorary Secretary and Awards Co-ordinator
Professor S J Forsythe	School of Science and Technology, Nottingham Trent University	Employee	None	None
	Mead Johnson	expert witness		
Mr P Francis	National Farmers Union	County Delegate and Member of Management Board	None	None
	Welsh Assembly Government - Appeals Panel for agriculture	Member		
	Young Farmers Club	Club Leader		
Professor D I Givens	University of Reading	Employee	European Commission	Research funder
	European Food Safety Authority	Ad hoc expert	Various Companies	Research funders

	Working Group			
	British Nutrition Foundation Scientific Advisory Committee	Member		
	University College Dublin Institute of Food and Health, Scientific Advisory Panel	Member		
	Estonian Biocompetance Centre of Healthy Dairy Products Scientific Panel	Expert assessor		
	Nutrition Society	Member		
	British Society of Animal Science	Member		
	Society of Biology	Member		
	Aberystwyth University (IBERS) Science and Impact Advisory Board	Member		

Dr Wendy Harwood	John Innes Centre	Employee	Genetics Society	Member
	Arable Farm/Essex	Partner	Association of Applied Biologists	Member
	Arable Farm/Essex	Joint Owner	Eucarpia	Member
			Plantcell reports	Editor
			Enterprise Ireland	Reviewer for commercialisation fund (fee-paid)
Mrs C McAlinden	Toxcel International Ltd	Employee	None	None
	British Toxicology Society	Member		
	UK Register of Toxicologist	Panel Member		
Dr D G Peers	ADAS UK Ltd	Various consultancy contracts	None	
	Various Farm Businesses	Nutrition Consultancy		
Timothy Riley	Stoney Royd Farm Commercial	Owner/Farmer	Wellstate Ltd	Director (now remunerated)

	Beef and Lamb Production			and Shareholder
			Wellstate HTA Ltd	Director and Shareholder
			Better 2 Know Ltd	Director (renumerated)
			Arcis: Altos Group Ltd	Director (Chairman) (renumerated)
			National Institute for Health Research (NIHR)	Member of Grant Giving Board (Health Services Research)
Dr Robert Smith	University of Liverpool	Employee	Tesco PLC ForFarmers PLC Zinpro IceRobotics	Consultancy via University of Liverpool
	United Utilities	Employer of spouse		
Mr E Snow	Independent Consultant to feed industry	Self Employed	Elanco - advising Elanco customers on residue controls during feed production	Member
	Tate & Lyle	Shareholder		

	Noble Foods	Consultant		
	British Egg Industry Council - feed related matters	Consultant		
Mrs Stephanie Young	Principal Trading Standards Officer - Animal Health Staffordshire County Council	Employee	None	None

Annex VIII

Abbreviations

ACAF	Advisory Committee on Animal Feedingstuffs
ACMSF	Advisory Committee on Microbiological Safety of Food
ADHAC	Agricultural Dwelling House Advisory Committee
AIC	Agricultural Industries Confederation
AIDS	Acquired Immunodeficiency Syndrome
BASIS	an independent standards setting and auditing organisation for the pesticide, fertiliser and allied industries
BBSRC	Biotechnology and Biological Sciences Research Council
BFR	Brominated Flame Retardant
BIOHAZ	EFSA Panel on Biological Hazards
BRACT	Biotechnology Resources for Arable Crop Transformation
BSAS	British Society of Animal Science
BSc	Bachelor of Science
BSE	Bovine Spongiform Encephalopathy
CHeCS	Cattle Health Certification Standards
CPD	Continuing Professional Development
DARD	Department of Agriculture and Rural Development (Northern Ireland)
Defra	Department for Environment, Food and Rural Affairs
DG SANCO	Directorate General for Health and Consumer Affairs.
DNA	Deoxyribonucleic acid
EC	European Community
EFSA	European Food Safety Authority
EU	European Union
FACTS	Fertiliser Advisers Certification and Training Scheme
FAO	Food and Agriculture Organisation
FeBO	Feed Business Operator
FEDIAF	European Pet Food Industry
FEEDAP	The Panel on Additives and Products or Substances used in Animal Feed
FEFAC	European Feed Manufacturers' Federation
FEMAS	Feed Materials Assurance Scheme
FERA	Food and Environment Research Agency
FVO	Food and Veterinary Office
FSA	Food Standards Agency
GACS	General Advisory Committee on Science
GHG	Greenhouse gas
GM	Genetically modified
GMO	Genetically modified organism
HACCP	Hazard Analysis Critical Control Point
HIV	Human immunodeficiency virus infection
LACORS	Local Authorities Co-ordinators of Regulatory Services

MoU	Memoranda of Understanding
MSs	Member States
NIAB	National Institute of Agricultural Botany
NFU	National Farmers Union
OCPA	Office of the Commissioner for Public Appointments
PAP	processed animal protein
parnuts	Foods for Particular Nutritional Use
PFMA	Pet Food Manufacturers Association
PhD	Doctor of Philosophy
PIPR	Pig Industry Professional Register
PRiF	Defra Expert Committee on Pesticide Residues in Food
PUFAs	Polyunsaturated fatty acids
RUMA	Responsible Use of Medicine in Agriculture Alliance
SAC	Scientific Advisory Committee
SACN	Scientific Advisory Committee on Nutrition
SCoFCAH	Standing Committee on Food Chain and Animal Health
SSRC	Social Science Research Committee
TB	Tuberculosis
TSE	Transmissible Spongiform Encephalopathy
UFAS	Universal Feed Assurance Scheme
UK	United Kingdom
VMD	Veterinary Medicines Directorate
WG	Working Group
WHO	World Health Organisation

Annex IX

Code of Practice for Members of the Advisory Committee on Animal Feedingstuffs

Public service values

1. Members of the Advisory Committee on Animal Feedingstuffs must at all times:

- observe the highest standards of **impartiality, integrity** and **objectivity** in relation to the advice they provide and the management of this Committee;
- be **accountable** through Ministers, to Parliament and the public for its activities and the standard of advice it provides; and
- in accordance with the Government policy on **openness**, comply fully with the Code of Practice on Access to Government Information.

2. The Ministers of the sponsoring departments (the Food Standards Agency, DEFRA, Department of Agriculture and Rural Development for Northern Ireland, Scottish Executive and National Assembly for Wales) are answerable to their respective Parliaments for the policies and performance of this Committee, including the policy framework within which it operates.

Standards in Public Life

3. All Committee members must:

- follow the Seven Principles of Public Life set out by the Committee on Standards in Public Life (see Appendix I);
- comply with this code, and ensure they understand their duties, rights and responsibilities, and that they are familiar with the function and role of the Advisory Committee on Animal Feedingstuffs and any relevant statements of Government policy. New Committee members should consider the need for relevant training;
- not misuse the information gained in the course of their public service for personal gain or political purpose, nor seek to use the opportunity of public service to their private interests or those of connected persons, firms' businesses or other organisations;

- not misuse the influence gained in the course of their public service for personal gain, political purpose or promoting personal views; and
- not hold any paid or high-profile unpaid posts in a political party, and not engage in specific political activities on matters directly affecting the work of this Committee. When engaging in other political activities, Committee members should be conscious of their public role and exercise proper discretion. These restrictions do not apply to local Councillors.

Conditions of appointment and termination of appointment

4. Committee appointments can be terminated early by either party, by giving 3 months' notice, in writing.
5. Should the Committee be disbanded before the end of the period of appointment, appointments will terminate on dissolution.
6. In the event that a member is found guilty of grave misconduct their appointment will be terminated immediately
7. Appointments are held subject to compliance with the Public Standards Committee Seven Principles of Public Life.
8. Members are expected to attend meetings regularly. The appointment may be terminated, without notice, if attendance becomes so erratic as to interfere with the good running of the Committee.

Role of Committee members

9. Members of the Advisory Committee on Animal Feedingstuffs have collective responsibility for the operation of the Committee. They must:
 - engage fully in collective consideration of the issues, taking account of all relevant factors, including any guidance issued by the sponsor departments or the responsible Ministers;
 - ensure that the Code of Practice on Access to Government Information is adhered to;
 - agree an Annual Report and, where appropriate, provide suitable opportunities to open up the work of the Committee to public scrutiny;
 - not divulge any information that is provided to the Committee in confidence;

- respond appropriately to complaints, if necessary with reference to the sponsor departments; and
- ensure that the Committee does not exceed its powers or functions.

10. Communication between the Committee and Ministers will generally be through the Chair, except where the Committee has agreed that an individual member should act on its behalf. Nevertheless, any Committee member has the right of access to Ministers on any matter, which he or she believes raises important issues relating to his or her duties as a Committee member. In such cases the agreement of the rest of the Committee should normally be sought.

11. Individual members can normally be removed from office by Ministers if they fail to perform the duties required of them in line with the standards expected in public office.

Role of the Chair

12. The Chair has particular responsibility for providing effective leadership on the issues above. In addition the Chair is responsible for:

- ensuring that the Committee meets at appropriate intervals, and that the minutes of meetings and any reports to Ministers accurately record the decisions taken and, where appropriate, the views of individual members;
- representing the views of the Committee to the general public; and
- ensuring that new Committee members are briefed on appointment (and their training needs considered), and providing an assessment of their performance, on request, when members are considered for re-appointment to the Committee or for appointment to the Committee of some other public body.

Departmental Representatives

13. Meetings of the ACAF and its Groups are attended by Departmental Representatives. The Representatives are currently nominated by, and are drawn from, those with relevant policy interests and responsibilities in the Food Standards Agency, the Department for Environment, Food and Rural Affairs and devolved agricultural departments. Representatives are not members of the ACAF and do not participate in Committee business in the manner of members. The role of the Representatives includes sharing with the secretariat the responsibility of ensuring that information is not unnecessarily withheld from the Committee. Representatives should make the Committee aware of the existence of any information that has been withheld from the Committee on the basis that it is exempt from disclosure under Freedom of Information legislation unless that

legislation provides a basis for not doing so. Representatives keep their parent Departments informed about the Committee's work, and act as a conduit for the exchange of information. They can advise the Committee on relevant policy developments and the implications of ACAF proposals. They; can assist ACAF through the provision of information; and they can be updated by the Committee on matters of mutual interest. Representatives are charged with ensuring that their parent Departments are promptly informed of any matters which may require a response from Government.

Handling conflicts of interests

14. The purpose of these provisions is to avoid any danger of Committee members being influenced, or appearing to be influenced, by their private interests in the exercise of their public duties. All Committee members should therefore declare any personal or business interests which may, or may be *perceived* (by a reasonable member of the public) to influence their judgement. Members' interests will be recorded in a register of interests which should be kept up to date and open to the public. A guide to the types of interest which should be declared and how to declare them is at Appendix II.

Declaration of interests to the Secretariat

15. Members of the Committee should inform the Secretariat in writing of their current personal and non-personal interests, when they are appointed, including the principal position(s) held. Only the name of the company and the nature of the interest is required, the amount of any salary etc. need not be disclosed. Members are asked to inform the Secretariat of any change in their personal interests at the time the change occurs. Members will also be invited to complete an annual declaration of interests form. Where members are uncertain as to whether an interest should be declared they should seek guidance from the Secretariat. If members have interests that are not specified in Appendix II, but which they believe could be regarded as influencing their advice, they should declare them. However, neither the members nor the Secretariat are under any obligation to seek out links of which they might *reasonably* not be aware. For example not being aware of all the interests of family members or not being aware of links between one company and another. Failure to declare interests could lead to dismissal from the committee.

Declaration of interests and participation at meetings

16. Committee members are required to declare any direct commercial interests, or those of close family members, in matters under discussion at each meeting. Having fully explained the nature of their interests, the Chair may, having consulted with other members present, decide whether and to what extent the

member should participate in the discussion and determination of the issue. If it is decided that the member should leave the meeting, the Chair may first allow them to make a statement on the item under discussion. Where members are uncertain as to whether an interest should be declared they should seek guidance from the Chair.

Personal liability of Committee members

17. Legal proceedings by a third party against individual Committee members of advisory bodies are very exceptional. A Committee member may be personally liable if:

- he or she makes a fraudulent or negligent statement which results in a loss to a third party;
- he or she commits a breach of confidence under common law or a criminal offence under insider dealing legislation, by misusing information gained through their position.

However, the Government has indicated that individual members who have acted honestly and in good faith will not have to meet out of their own personal resources any personal civil liability which is incurred in the execution or purported execution of their Committee functions, save where the person has acted recklessly.

Openness and Confidentiality

18. The Government is committed to increasing the openness and transparency with which advisory committees and other public bodies operate. To further this aim, the agendas of ACAF meetings will be made available to the public and will be publicised by means of news releases. A news release will be issued after each meeting and minutes will also be available to the public. As a general rule, individual papers for information or discussion at meetings will also be available to the public on request. An annual report will also be published, summarising the Committee's activities and advice over the year.

19. However there will be some exceptions to this general principle of openness, for example:

- where individual papers contain commercially sensitive information such as product formulations/specifications, methods of manufacture, company evaluations and safety assessments, the general principle of the common law duty of confidentiality will apply, except in cases where the information was provided under legislation which deals specifically with disclosure and non-disclosure. Papers, which are deemed to be confidential, will be marked "For members' use only by the Secretariat and their contents should not be disclosed outside of the Committee.

- draft papers or reports which are due to be published at a later date but are not yet in the public domain should not be disclosed outside of the Committee.

20. Questions or approaches from the media should normally be directed to either the Chair who will act as official ACAF spokesman or the Food Standards Agency press office. Although members are encouraged to promote the role of the Committee in general terms, if asked for views on subjects that have been or are being considered by ACAF, members should always give the line agreed by the Committee.

Appendix I

THE SEVEN PRINCIPLES OF PUBLIC LIFE

Selflessness

Holders of public office should take decisions solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family, or their friends.

Integrity

Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might influence them in the performance of their official duties.

Objectivity

In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

Accountability

Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.

Openness

Holders of public office should be as open as possible about all the decisions and actions they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.

Honesty

Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interests.

Leadership

Holders of public office should promote and support these principles by leadership and example.

Appendix II

TYPES OF INTEREST AND THEIR NOTIFICATION

The following is intended as a guide to the kinds of interest that should be declared and indicates how they should be declared.

1. Personal interests - involve the member personally e.g.

<i>Type of interest</i>		<i>Notification</i>
Consultancies:	any consultancy, directorship, position in or work for the industry, or other relevant bodies, which attracts regular or occasional payments in cash or kind.	To be notified to the Secretariat in writing on appointment to the Committee and at the time of any change to these interests. To be confirmed annually on the declaration of interests form.
Fee-paid work:	any work commissioned by industry or other relevant bodies for which the member is paid in cash or kind.	
Shareholdings:	any shareholding or other beneficial interest in shares of industry. This does not include shareholdings through unit trusts.	
Membership affiliation:	or to clubs or organisations with interests relevant to the work of the Committee.	

Definition of "industry"

For the purposes of the Advisory Committee on Animal Feedingstuffs, "industry" means:

- companies, partnerships or individuals who are involved in the production, manufacture, packaging, advertising, supply, sale or use of animal feedingstuffs. This definition includes those involved in the supply of animal feed raw materials and any other substance incorporated or otherwise used in the production of feedingstuffs. It also includes the users of animal feedingstuffs such as farmers;
- trade associations representing companies involved in such products;

- companies, partnerships or individuals who are directly concerned with research, development or marketing of an animal feedingstuff which is being considered by the Committee.

Definition of “other relevant bodies”

Organisations (not included in the definition of “industry”) with interests relevant to the work of the Committee. This could include charitable organisations and lobby groups.

2. Non-personal interests - involves payment which benefits a department for which a member is responsible, but is not received by the member personally e.g.

<i>Type of interest</i>		<i>Notification</i>	
		<i>£1000 or more from a particular company in the previous twelve months</i>	<i>less than £1000 from a particular company in the previous twelve months</i>
Fellowships:	the holding of a fellowship endowed by industry and other relevant bodies.	To be notified to the Secretariat in writing on appointment to the Committee. Any changes over the year should be declared on the annual declaration form and does not need to be notified at the time of change.	Does not need to be notified.
Support by industry and other relevant bodies*: e.g.	<ul style="list-style-type: none"> • a grant from a company for the running of a unit or department for which the member is responsible. • the grant of a fellowship or other payment to sponsor a post or member of staff in the unit for which the member is responsible. • the commissioning of research or other work by, or advice from, staff who work in a unit for 	As above	As above

	which the member is responsible.		
Trusteeships** :	any investment in industry held by a charity for which the member is a trustee.	As above	As above

* Members are under no obligation to seek out knowledge of work done for, or on behalf of, industry and other relevant bodies by departments/units for which they are responsible, if they would not normally expect to be informed. Where members are responsible for organisations which receive funds from a very large number of companies in the industry and from other relevant bodies, they can agree with the Secretariat a summary of non-personal interests rather than draw up a detailed portfolio.

** Where a member is a trustee of a charity with investments in the industry, they can agree with the Secretariat a general declaration to cover this interest rather than draw up a detailed portfolio.

