Advisory Committee on Animal Feedingstuffs

Annual Report 2009

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Foreword

Over the past year, the Committee has dealt with significant and challenging subject areas that potentially impact on the whole food chain.

An important and significant food hygiene task was the endorsement of the Code of Practice for the Control of Salmonella in Animal Feed. This was drawn up by Defra and the Food Standards Agency in liaison with the feed industry and replaced previous Ministry of Agriculture Fisheries and Food codes which were first issued in 1989. The Code was published on 4 November 2009. The Committee also held several discussions and provided comments on the negotiations on the European Commission's proposal on Marketing and Use of Feed which was adopted in July 2009. I am pleased that the Regulation addresses a number of concerns that had been expressed by the Committee. In particular, the Regulation removes the onerous requirements for manufacturers to declare the ingredients of compound feeds, by their percentage weight of inclusion. The Committee considered that this requirement was not necessary from a feed safety point of view, and unnecessarily exposed commercially sensitive information on feed formulations.

The Committee has fulfilled its remit of monitoring the safety and use of animal feeds and feeding practices by receiving a number of presentations and detailed technical information helpfully provided and summarised by the Secretariat. This included a presentation from Neil Leach of Defra's Livestock and Livestock Products Unit on the review of the EU Animal by-products controls, and another from an FSA official on mycotoxin toxicity controls and concerns. We also continue to receive reports from the Sub-Group on Genetically Modification and I contribute to the General Advisory Committee on Science of the FSA.

Most notably, the Committee was subject to a quinquennial review in the latter part of 2009. The review confirmed the continuing strategic importance of an independent committee such as ACAF to external stakeholders. I am most grateful for contributions to this exercise made by Committee Members and by external stakeholders. We have now also considered our forward work stream for the coming year and this will include elements that will impact on food security and consumer health such as biofuel production, an increase in demand in livestock production, and the nutritional enhancement of animal feed.

I hope that this Annual Report will give a good indication of what we have achieved over the past twelve months and how we hope to continue.

The Committee's wide-ranging and detailed work programme could not have been completed without the thoughtful and knowledgeable efforts of all my fellow Members who have selflessly given a tremendous amount of their personal time. Finally, I would like to thank the hard-working ACAF Secretariat for the continuous support they have given me. Their excellent preparation and briefing has been of invaluable help to the work of the Committee and has allowed us to complete our programme of tasks in a timely and efficient manner.

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 Assembly 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
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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 2009

Horizon Scanning Workshop: Future food production for healthier eating – opportunities and challenges'

7. In November 2004, the Committee received a presentation from Dr. Anne Marie Minihane (University of Reading) on the manipulation of animal feed to enhance the nutritional value of animal products for human consumption. During her presentation, Dr Minihane described various studies which had shown significant results, particularly in affecting the levels and composition of fat content.

8. The Committee continued its interest in pursuing this issue. The Committee concluded that, in view of the cross cutting nature of the subject, it would need to work with the Scientific Advisory Committee on Nutrition (SACN). During its deliberations it was agreed that a joint ACAF/SACN workshop would be held. In 2008, the General Advisory Committee on Science (GACS) took over the planning for the workshop as the concept fitted well with the work GACS had taken on relating to horizon scanning, particularly on cross-cutting issues. It also fitted well with discussions at the first meeting of GACS on the need for better intelligence on developments in food production and the food industry, and on enhancing engagement with other funders, committees, and experts (including from industry). The workshop was held on 24 June 2009.

ACAF meeting in Llandudno, June 2009

9. At its September 2009 meeting the Committee was asked by the GACS to identify some practicable ideas emerging from the workshop that could be developed. ACAF Members who attended the event were tasked with the ACAF Secretariat to draft a paper that outlined the key ideas and how these could be prioritised as workstreams. The paper was discussed at the Committee's December 2009 meeting at which Members agreed items that it could take forward as workstreams, some of which involved working with other scientific advisory committees. The ACAF Chairman asked the Secretariat to provide a paper summarising the work the Committee could take forward and presented to GACS at its next meeting in March 2010.

Proposed EC Regulation on Marketing and Use of Feed

10. During 2008 the Committee was kept up to date on progress on and provided some useful suggestions in respect of, negotiations on the proposed EC Regulation on Marketing and Use of Feed. The proposal had been made under the Commission's simplification and modernisation programme which seeks to provide a more flexible approach to legislation where this is consistent with safety considerations.

11. The proposed Regulation replaces four existing EU Directives (on compound feeds, feed materials, bioproteins, and dietetic feeds). Many of the provisions of the proposed Regulation were not new and were reflected in the previous legislation. However, a number of new requirements were envisaged that would provide a more flexible approach to controls on feed. This included a Community Catalogue of Feed Materials, (with names and descriptions) and Codes of practice on good labelling. These documents would be drawn up by the feed industry, and be subject to assessment by the Commission and Member States' government experts.

12. The Regulation was adopted by the Council of Ministers on 22 June 2009 and was published in the Official Journal of the European Union as Regulation 767/2009 on 1 September 2009. It will come into effect on 1 September 2010. The Agency has drawn up a guidance note for stakeholders describing the main provisions of the Regulation. A copy of the note can be viewed using the link below:

food.gov.uk/foodindustry/farmingfood/animalfeed/ecmarketinganduseregulation

Codes of Practice for the control of Salmonella in Animal Feeds

13. During 2008, the Defra assessor provided information on a revision of the codes of practice for the control of salmonella in animal feeds that had been initiated in co-operation with industry. The Ministry of Agriculture, Fisheries and Food (MAFF) originally published the codes in 1989 mainly in response to the salmonella in eggs crisis. They were further revised in 1995 to include references to relevant Hazard Analysis Critical Control Points (HACCP).

14. The codes of practice, which are voluntary, are intended to provide a greater understanding of the need to control salmonella, and hence better compliance with targets set under the zoonoses legislation.

15. At its March 2009 meeting, Members were informed of the results of a public consultation that had been carried out on the revised codes of practice. Fourteen responses, including one from ACAF, had been received and in general these were supportive. In response to a number of consultees comments, the Defra assessor said it was the intention to consolidate the codes into one document. Although this would involve various editorial changes, the substance of the guidance would not change and it would make it easier for users to understand and use the guidance in a Single Code.

16. At its June 2009 meeting the Committee was asked to comment on a pre-publication version of the Code. Members congratulated the Defra assessor for making the Code more accessible. Some minor editorial comments were suggested by Committee Members and one Member suggested two possible future work areas for Defra to consider on:

- organic disinfectants and formaldehyde; and
- conditioners especially their usage and validation methods.

17. All Members of the Committee agreed that the Code should be endorsed by ACAF.

18. The Code was published on 4 November 2009 and included an introduction by the ACAF Chairman. Copies of the Code can be viewed using the link below:

acaf.food.gov.uk/papers/copsalanimalfeed

Vitamin A

19. In 2003 the Committee was invited to co-operate with the Scientific Advisory Committee on Nutrition (SACN) in its review of dietary advice on vitamin A intake for UK consumers. SACN had been asked by the Agency to review dietary advice on consuming foods rich in vitamin A (such as liver and liver products) following findings that a considerable proportion of the population may be consuming vitamin A in excess of the guidance level (GL) of 1500 µg/day set by the Expert Group on Vitamins and Minerals (2003). The GL was based on evidence that intakes above this level may increase the risk of bone fracture. A SACN sub-group on vitamin A was formed to take this work forward and an ACAF Member was invited to join the subgroup.

20. The SACN report on vitamin A was published in 2005 and ACAF was asked to consider one of its recommendations. Namely, that a reduction in the vitamin A content of animal feed as part of a strategy to reduce vitamin A intake by high consumers should be explored further, whilst taking into account the welfare of poultry and livestock.

21. In 2005 the Committee recognised that the issue of reducing vitamin A levels in the diet of animals was complex and expressed concerns about reducing the vitamin A content of animal feed when it was unclear if this would have any adverse effects on animal health and welfare or whether it would significantly reduce exposure to vitamin A in humans. Subsequently, officials raised the issue with the European Commission and other Member States in meetings of the Standing Committee on the Food Chain and Animal Health (SCoFCAH). The Commission agreed to seek advice from the European Food Standards Authority (EFSA).

22. In February 2009, EFSA published an Opinion on vitamin A. The Opinion suggested amendments to the maximum limits for vitamin A, especially in feed for pigs. The Opinion was discussed by Member States at a meeting of SCoFCAH in February 2009. At this meeting the Commission indicated that it intended to change the existing controls for vitamin A as suggested by EFSA.

23. In its March 2009 meeting the Committee was informed that the Food Standards Agency intended to ascertain whether EFSA's proposed changes were in line with commercial animal feeding practices in the UK, and whether the proposed changes to maximum limits would lead to welfare or economic issues. The response from the industry sector was that the proposed changes were likely to lead to problems. The European Commission came to a similar conclusion and did not proceed with a reduction of the existing maximum limits. This decision was reached following endorsement of the Commission's proposed course of action by Member States' Chief Veterinary Officers.

Feed Hygiene: Guidance to Stakeholders on the Reduction of Administrative Burdens

24. The EC Feed Hygiene Regulation (183/2005) sets out a short list of record-keeping requirements that primary producers (i.e. farmers) must observe. To help farmers comply with these requirements the Food Standards Agency has drawn up draft guidance. This was in response to a central government initiative by the Better Regulation Executive which aims to reduce the administrative burdens on businesses, including record keeping requirements.

25. A four page guidance document was presented to the Committee for its consideration at its meeting in June 2009. Members agreed that guidance in this area should clearly describe why farmers need to keep records and it should be expressed in clear and user-friendly language. To achieve this, and to help farmers more easily follow the requirements, it was suggested that the guidance should be made available in a one page format.

26. At its September 2009 meeting, the Committee considered and agreed a revised one page version of the guidance. The guidance document will be subject to an impact assessment and public consultation exercise undertaken by the Food Standards Agency which will take place in early 2010.

Presentations

27. During 2009 the Committee received several presentations from external experts to help facilitate their consideration of a wide range 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.

Review of the EU Animal By-Products controls

28. At its December 2009 meeting, the Committee received a presentation from Mr Neil Leach of Defra's Livestock and Livestock Products Unit on the review of the EU animal by-products controls. He noted that when Regulation 1774/2002/EC laying down health rules concerning animal by-products not intended for human consumption came into effect following the rise of BSE in Europe and foot and mouth disease in the United Kingdom, the European Commission inserted a clause in the Animal By-products Regulation to provide for a review of its operation in the light of experience.

29. The review started in 2005 and the European Commission in its report of the review identified three areas for change which were supported by the UK; these were:

- the scope of the Regulation (i.e. the point at which the controls should cease to apply);
- how to deal with very low risk products used for low risk purposes; and
- the relationship with other legislation (e.g. TSE, food hygiene and waste legislation).

30. Mr Leach noted that since 2006 the Commission and Defra had carried out an extensive consultation exercise on a Commission proposal to amend Regulation 1774/2002/EC in line with its stated objectives. The framework has been separated into a Council and Parliament Regulation and a Commission Regulation. The framework for the new Regulation was published in the Official Journal of the European Union in November 2009. To allow time to agree the Commission Regulation, and for domestic legislation to be redrafted, the new legislation will come into effect in 2011.

31. Mr Leach confirmed that a formal consultation will take place on revised domestic legislation in Spring 2010. Mr Leach added that the revised Regulation made no changes to basic animal by-products feed restrictions, namely:

- processed animal protein must not be fed to animals of the same species; and
- no feeding of catering waste to farmed animals.

32. Mr Leach also noted that TSE controls remain in place and run alongside animal by-product controls in that:

- fishmeal cannot be fed to ruminants (with limited exceptions); and
- Processed Animal Protein (PAP) from poultry cannot be fed to pigs and vice versa.

33. The driver for changes to feed controls was the TSE legislation, primarily through the TSE roadmap and not through the animal by-products legislation. However, there was some limited room for changes to feed controls in the revised animal by-products rules. These are the status of feeding aquatic and terrestrial invertebrates which will become Category 3 material and in the UK's view should be made available for feeding. However, the definition of fishmeal and/or PAP needs to change to allow suitably treated material to be available for feeding. Mr Leach noted that the UK was pressing for this change. In respect to feeding to zoo animals, provisions already exist for feeding certain fallen stock. However, concerns exist on a new provision for feeding certain fallen zoo animals to other zoo animals, especially where specified risk material is involved in the light of previous cases of TSEs in zoo cats.

34. The new Regulation provides for the concept of an 'end point' to controls where products are treated up to a point where no risk remains and thus fall outside the scope of the Animal By-products Regulation. Members also noted that industry is seeking exemption of compound feed containing PAPs from certain traceability and labelling requirements of the Regulation. However, there may be issues relating to feeding to non-eligible livestock and the Commission seems reluctant to apply the end point concept to feed material.

35. Members had concerns that the driver to changes to feed controls was the TSE Regulations not Animal By-products Regulations, citing that the two pieces of legislation may be contradictory. Mr Leach explained that the legislation was consistent and that any future changes to the TSE legislation would be reflected in the animal by-products legislation. A Member also noted that there had been no progress on the feeding of animal protein to monogastrics.

36. Members were advised that the risk of permitting the feeding of catering waste to animals had to be balanced against the consequences of failure to comply with controls. There was provision where certain former foodstuffs could be fed to animals provided it was kept separate from meat products on the premises where it originated. A Member noted that there were fewer controls on composting waste. Mr Leach explained that controls on composting were complex and that work continued on making sure future rules were proportionate to the risk. However, a cautious approach was required as concerns about BSE were still prevalent in people's minds. Members were also informed that there were no blanket derogations for feeding milk products to animals because of potential risks (such as foot and mouth disease). However, sufficiently treated milk and milk products could be fed under strict controls.

37. The Chairman confirmed that the Committee still had an input in this subject and therefore the work area would remain on the Committee's work plan. The Committee would also be included as a consultee during the formal consultation exercise.

Update on Mycotoxin Issues

38. At its December 2009 meeting, the Committee was informed that they had not discussed mycotoxins since 2005. Dr Ray Smith of the Agency's Animal Feed Branch invited the Committee to consider endorsement of the line that controls contained in Commission Recommendation 2006/100/EC for ochratoxin A (OA), deoxynivalenol (DON), zearalenone (ZON) and fumonisin B1 + B2 should be retained. Members were informed that in order to manage the risk to consumers, specific controls existed for aflatoxin B1 levels in feed materials and compound feeds. Commission Recommendation 2006/576 set guidance values for DON, ZON, OA and fumonisins. The guidance values were put in place following advice from the European Food Safety Authority (EFSA), who were of the view that the presence of these mycotoxins in feed posed more of a risk to animal welfare than to consumer safety.

39. Members were told that Recommendation 2006/576 recommends that Member States and feed business operators:

- increase monitoring for DON, ZON, OA, fumonisin B1 + B2 in feed;
- sample and analyse for the above mycotoxins; and
- pay special attention to by- and co-products used in feed.

40. It was explained that under the Recommendation, Member States needed to ensure that feed business operators used HACCP to help reduce or eliminate hazards, that analytical data was to be provided to the Commission to be compiled into a single database. In addition, a re-assessment of the guidance value approach was taking place.

41. Where maximum levels are set enforcement action is taken by local authority trading standards officers. As guidance values are not statutory limits, enforcement of these is more difficult. In 2008/09 the UK enforcement offices provided analytical data (190 samples) to the Commission none of which were found to exceed guidance values. Also, there have been no reports of home grown feeds exceeding the guidance values. It was explained to Members that it was difficult for enforcement officers to prevent the use of feeds that exceed the relevant guidance value. In addition Commission Recommendation 2006/576 does not prevent 'blending down' of feeds with less contaminated consignments or batches.

42. Members discussed Commission Regulation 386/2009 which provides for a new functional group of feed additives – substances for additional reduction of contamination by mycotoxins. Products in this group will include substances authorised also as 'binders' (e.g. inorganic silicates used to bind pellets). Manufacturers need to prove the effectiveness, safety and efficacy of these products prior to authorisation. Some potential products may be considered as feed materials and therefore will not require feed additive authorisation.

43. Members were informed that mycotoxins were not all carcinogenic and therefore the legislation had to be proportionate, hence the existence of guidance values. In addition, the Commission advocated that feed business operators employed HACCP approaches in order to minimise exposure to mycotoxins. Members noted that the Agency had a number of activities to help reduce the number of incidents. Where levels greater than the guidance levels are identified, action as described in Commission Recommendation needs to be followed.

44. The Committee endorsed the retention of the controls in Commission Recommendation 2006/100/EC. However, it wanted to keep this work area under review. As regards binders, the Committee requested some scientific data, possibly in the form of a presentation. A Member also noted that EFSA's FEEDAP would also be interested in seeing any data available. The Secretariat is to arrange a presentation for a future meeting.

Food and Veterinary Office Mission (FVO) to the UK

45. The FVO is responsible for evaluating Member States' compliance with EU legislation and assessment of feed law enforcement systems. It achieves this by carrying out inspections throughout the EU. At it's March 2009 meeting the Committee was advised that the FVO intended to carry out an inspection visit to the UK to assess the implementation and enforcement of feed hygiene and other feed legislation.

46. The last time the FVO conducted a major mission to the UK on animal feed was 2003. The FVO's subsequent recommendations were taken into account by ACAF in the Committee's review of feed law enforcement.

food.gov.uk/multimedia/pdfs/acaffeedlaw.pdf

47. At its September 2009 meeting the Committee was informed of the outcome of the Mission that ended on 26 June 2009. The main findings and recommendations made by the FVO inspection team were:

Recommendations
To further improve the coordination and cooperation between and within competent authorities (CAs) involved in official controls on feed, as required by Art. 4.3 and 4.5 of Regulation (EC) No 882/2004.
To ensure that local authorities (LAs) allocate to feed law enforcement the sufficient number of suitably qualified and experienced staff required by Art. 4 of Regulation (EC) No 882/2004.
To improve the existing arrangements place in to ensure that the verification of effectiveness of official controls on feed is performed as required by Art. 8.3(a) of Regulation (EC) No 882/2004.
To ensure that follow-up activities on corrective actions imposed are always recorded as required by Art. 9 of Regulation (EC) No 882/2004, in particular to demonstrate that such follow-up activities have been effectively carried out.
To ensure, as required by Art. 3.2 of Regulation (EC) No 882/2004, that official controls on feed are generally carried out without prior warning.
To ensure that official controls on feed take account of all the relevant risk criteria referred to in Art. 3.1 of Regulation (EC) No 882/2004.

To ensure that official controls on feed follow the appropriate frequency required by Art. 3.1 of Regulation (EC) No 882/2004, in particular to avoid that some categories of feed business operators (FeBOs) are excluded from controls aimed at assessing their level of compliance with feed hygiene requirements.
To ensure that National Reference Laboratories (NRLs) for feed organise the comparative tests referred to in Art. 33 of Regulation (EC) No 882/2004.
To complete, as required by Art. 9 of Regulation (EC) No 183/2005, the registration of the activities performed by FeBOs, in particular food operators supplying the feed chain and on-farm mixers, in order to ensure that they are known and that official inspections are organised in order to verify their level of compliance with the requirements of the said Regulation.
To draw up the national list or lists of registered establishments under the control of FeBOs as required by Art. 19 of Regulation (EC) No 183/2005.
To keep updated the lists of approved and registered establishments placed under the control of FeBOs as required by Art. 19.3 of Regulation (EC) No 183/2005, in particular to ensure that such lists reflect the activities carried out by FeBOs.
To ensure that FeBOs put in place and implement HACCP based procedures which follow all the relevant principles referred to in Art. 6 of Regulation (EC) No 183/2005.
To ensure that official controls on imported feed take account of all the requirements of Art.16 of Regulation (EC) No 882/2004, in particular those pertaining to the risks associated with different types of feed.
To organise appropriate official controls in order to ensure that only coccidiostats covered by the authorisation referred to in Art. 3 of Regulation (EC) No 1831/2003 are used, and that antibiotics are not used as feed additives as required by Art. 11 of the said Regulation.
To ensure that the sampling programmes of LAs cover all types of feedingstuff and that they are more targeted on potential risks, notably in order to ensure compliance with the rules on undesirable substances laid down in Directive 2002/32/EC.
To ensure that the requirements of Decision 2004/217/EC applicable to packaging materials in feed are complied with.
To ensure that timely and appropriate corrective actions are taken whenever non-compliance is detected, as required by Art. 54 of Regulation (EC) No 882/2004.

48. The Committee was told of how the UK intended to respond to the recommendations which included the preparation of a formal Action Plan. Work on the Action Plan would commence immediately.

49. At its December 2009 meeting Members were informed that the final Action Plan had been sent to the FVO in November 2009. An official of the Food Standards Agency pointed out that most of the recommendations in the FVO report were for the Agency and other competent authorities to address. However, the Committee was invited to provide its views on the recommendation that required the UK to comply with the prohibition on the presence of packaging in feed (EC Decision 2004/217/EC).

50. The Agency official stated that the Agency had been proactive in addressing this issue and had held a number of meetings with stakeholders to determine how to improve the current situation. It was also noted that the Commission had referred the issue of zero tolerance of packaging material in animal feed to the European Food Standards Authority to consider the safety implications of various types of packaging materials being incorporated into feed and to determine an acceptable level.

51. The Committee was asked to consider whether :

- a *de minimus* level of packaging material in feed is acceptable provided all reasonable steps are taken to ensure it is removed from feed materials; and
- zero tolerance of packaging material in feed is necessary to ensure feed safety.

52. The Committee agreed that it could develop guidance, in liaison with industry. Members noted that if packaging material was not permissible, this would have a detrimental effect on the environment should surplus food have to be disposed of by other means (e.g. landfill). Development of guidance may help address this issue. It was agreed that the ACAF Secretariat, with the Agency's Animal Feed Branch, would prepare a paper for consideration by the Committee that sets out available information which could be used as the basis for guidance on best practice.

Genetically Modified (GM) Issues related to animal feeds

Approval of GM lines

53. During the year, the Committee was informed of progress with authorisation of various GM crops that had been evaluated by the European Food Safety Authority under EU Regulation 1829/2003 on GM food and feed. During 2009, four authorisations were issued by the European Commission for the import, processing and use of new GM maize varieties. None of these authorisations included cultivation within the EU. A full list of GM approved products is maintained on the European Commission's website:

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

Evaluation of the EC legislative framework on GM Food and Feed

54. At the Committee's March 2009 meeting the ACAF Secretary reported that the European Commission intended to conduct an evaluation of the EU legislative framework on GM food and feed. As the legislation was six years old, and the Community had enlarged, since its implementation, the review would consider how the legislation had operated. This will include the circulation to stakeholders of a questionnaire prepared by consultants appointed by the Commission.

Low Level Presence of GMOs

55. At the Committee's September 2008 meeting, the ACAF Secretary had drawn Member's attention to the European Commission's plans for a 'technical solution' in respect of the low level presence of non-authorised GMOs. Currently there is a zero tolerance within the EU.

56. The Committee was advised at its December 2009 meeting that there had not been any progress and that further delays were likely in view of forthcoming European Commissioner elections.

Cabinet Offices' 'Food Matters' Report

57. In 2008 the Committee was informed that in response to a request from the Cabinet Office's Strategy Unit, the Agency intended to publish an analysis of the extent to which changes in the market are putting a strain on the regulatory system for GM products (including animal feed) and the implications for UK consumers. The Agency had liaised with Defra on this task and held a series of stakeholder meetings throughout October 2008. The report on the work that the FSA and Defra have undertaken in response to the points raised in the 2008 report can be found at the link below:

food.gov.uk/news/newsarchive/2009/aug/gm

GM Consumer Engagement

58. At its September 2009 meeting, Members were informed that the Agency had announced that it had created a GM consumer engagement Steering Group to be chaired by Professor John Curtice. At its December 2009 meeting, Members were told that the Agency had embarked on a GM Consumer Engagement initiative looking at consumer attitudes on GM issues. The exercise was expected to last for approximately 18 months and some Members may be contacted for their views as part of the exercise.

ACAF GM Sub-group

59. The Sub-group is accountable to the full Committee via the former's Chairman who provides a report at each ACAF meeting. As a further accountability measure, the Committee's Chairman is an ex-officio Member of the Sub-group. Membership of the Sub-group is set out in Annex V.

60. Although the Sub-group did not meet in 2009, they were asked to provide comments on various documents. This work was carried out through electronic communication.

61. At ACAF's September 2009 meeting, the GM Sub-group Chairman reported that the Sub-group had considered an issue at the request of the Advisory Committee on Releases to the Environment (ACRE). ACRE had asked the Sub-group to consider an EFSA Opinion on Austria's evidence for a safeguard clause on GM Maize MON 863. EFSA had considered the data provided by the Austrians and had concluded that no new evidence had been submitted and safety was not in question. The GM Sub-group agreed with the EFSA Opinion.

EC Developments

62. In addition to those already mentioned, the Committee received reports on a wide range of EU policies and legislation throughout 2009. Relevant papers are listed in Annex VII.

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

63. 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.

Annual report on implementation of the National Control Plan

64. In 2007, the Committee was informed about the development of a single, integrated National Control Plan (NCP) for the enforcement of Feed and Food legislation in the UK covering the period January 2007 to March 2011. The Plan describes the regulatory landscape in the UK in the feed and food sectors (as well as animal health, animal welfare and plant health sectors). It gives details of the roles and responsibilities of the different authorities and associated bodies that are involved and provides an overview of how they work together to safeguard public, animal and plant health and to protect consumer interests. The strategic objectives of the Plan and the planned official control activities during the duration of the Plan are also set out. The Food Standards Agency (FSA) and the four Agriculture/Rural Affairs Departments in the UK undertook a second review of the Plan in 2008. The

Committee was informed at its December 2009 meeting that the second annual report on progress towards implementing the Plan, which covered the period from 1 January to 31 December 2008 had been published.

65. The Plan and annual reports can be found on the FSA website at:

food.gov.uk/foodindustry/regulation/europeleg/feedandfood/ncpuk

Implementing rules for import controls for 'high-risk' feed and food of non-animal origin

66. European Commission Regulation (EC) 669/2009 implementing the above rules was published in the Official Journal of the European Union on 25 July 2009 and will apply from 25 January 2010. The Regulation can be viewed using the link below:

eurlex.europa.eu/LexUriServ/LexUriServ.do?uri=OJ:L:2009:194:0011:0021:EN:PDF

67. The Agency is currently developing the measures that are needed to give effect to the Commission Regulation at national level. The Agency consulted stakeholders on the legal measures needed to give effect at national level, to Commission Regulation 669/2009 on increased levels of control on imports of high-risk feed and food of non-animal origin from third countries. The consultation ended on 6 November 2009 and included guidance notes for feed and food business operators and enforcers. Stakeholder responses will be taken into account in finalising the legislative measure and the associated guidance notes. The legislation came into force on 25 January 2010.

68. The Commission has started discussion with Member States on the development, at EU level, of guidelines on the principles and criteria for deciding which products should be subject to the provisions in the Regulation and on the technical application of the Regulation. Stakeholders' views have been sought on the issues arising from these discussions and have been kept up-to-date on developments via the FSA's website at:

food.gov.uk/foodindustry/regulation/europeleg/euupdates/

69. The Agency will consider the guidance and provide comments to the Commission as appropriate.

Article 27 – Review of fees and charges for official controls

70. Article 27 of Regulation (EC) 882/2004 provides for Member States to collect fees or charges to cover the costs incurred from carrying out official controls. The Commission started discussions with Member States in September 2009 on possible future options for changes to the provisions on fees and charges. This is in response to the findings of an external study carried out in 2008 which, in particular, considered the scope of existing arrangements and whether the system of mandatory fees should be extended.

Better Training for Safer Food (BTSF)

71. The Committee was advised at its December 2009 meeting of this Commission initiative aimed at training officials of competent authorities in Member States and third countries that carry out official controls in the feed, food, animal health and welfare, and plant health sectors. The Commission developed the training strategy and associated training programme for 2009 onwards, which will include courses on feed law controls. Members were informed that the Agency would consider the programme and submit comments and suggestions for future training activities, so that the EU courses complement rather than duplicate training organised at national level.

Commission Directive 2009/8/EC on Tolerances for the Carry-Over of Coccidiostats into Feed for Non-Target Species

72. At its March 2009 meeting, Members were informed that a public consultation was being prepared on a Commission Directive concerning the carry-over of coccidiostats into feed for non-target species. Coccidiostats are authorised under feed additives legislation to help prevent gastro-intestinal tract infestations of certain single-celled micro-organisms (protozoa) mainly in poultry. Carry-over occurs when technically unavoidable residues of these substances are left from the production run of one type of feed and thus become incorporated into the next one. The Directive lays down risk-based tolerance levels for these residues. The Directive, and a parallel measure on residues on these substances in food for human consumption, was published in the Official Journal of the European Union on 11 February 2009 (2009/8/EC) and Member States were required to bring them into force no later than 1 July 2009.

73. At its December 2009 meeting, Members were informed that consultation on the draft Regulations to transpose this measure ended in June 2009.

74. The Regulations for England – the Feed (Specified Undesirable Substances) (England) Regulations 2009 (S.I. 2009 No 2825) were signed on 22 October 2009 and came into force on 23 November 2009. The Northern Ireland Regulations were signed on 21 October 2009, the Scottish Regulations on 27 October, and the Wales Regulations on 28 October. These all came into force on the same date as the England Regulations.

Guidance for the preparation of dossiers for sensory additives

75. Members were informed at the Committee's December 2009 meeting that FEEDAP had published updated specific guidance on applications for the authorisation of sensory additives (i.e. those that are intended to flavour or add colour to feed or derived animal products). This new document adds to the more general guidance for additives of this type that is already published in European Commission Regulation (EC) 429/2008, and replaces initial guidance given by the Panel in September 2008.

76. The new guidance from EFSA can be viewed using the weblink below:

www.efsa.europa.eu/EFSA/efsa_locale-1178620753812_1211902967516.htm

Feed incidents

77. The Committee discussed a number of feed incidents during 2009.

78. On 27 November 2008, the Food Standards Agency was advised Melamine, a chemical used in the manufacture of resins and plastics, had been found in organic soya expeller from the Peoples' Republic of China (PRC). The melamine had been added to increase the product nitrogen levels and thus indicate a falsely higher protein content when subjected to analysis. The Agency alerted stakeholders the following day, requesting that any remaining stocks of the soya expeller should be quarantined and sampled.

79. Updates were issued as the incident developed and more information was received. It was thought at one point that organic milk from some dairy herds which had received the contaminated materials might have to be disposed of outside the feed and food chains, but subsequent testing indicated that any melamine present was below the upper limit of 2.5 mg/kg

laid down in Commission Decision 2008/798 of 14 October 2008 concerning milk and milk products from the PRC. That measure was amended by Commission Decision 2008/921 of 9 December 2008, in order to extend this upper limit to soya and soya products for feed and food use, requires operators to provide prior notification of such imports and Member States to undertake checks (including laboratory) analysis of all such consignments.

80. On 18 December 2008 the Food Standards Agency was notified of a further incident of organic soya expeller contaminated with melamine; melamine levels found exceeded 2.5 mg/kg. The consignment had been imported from the PRC by a different importer in September 2008, before implementation of Commission Decision 2008/798. By the time the Agency received the notification, the soya expeller had mostly been used.

81. At its March 2009 meeting the Committee was informed that the Agency had received no further reports of melamine being found in material for feed use.

Quinquennial Review

82. The 2002 Food Standards Agency Report of the Review of Scientific Committees[1] recommended that all Scientific Advisory Committees should be reviewed at least once every five years to determine 'whether each committee fulfils its intended function and whether all the current committees are still needed.'

83. A review of ACAF started on 14 September 2009 and ended on 30 November 2009. The main objectives of the review were to assess:

- the continued need for the Advisory Committee on Animal Feedingstuffs (ACAF);
- the Committee's role, methods of operation and effectiveness (including its terms of reference and composition);
- the openness and transparency of its procedures and the relationships between ACAF, the commissioning department and other bodies with related responsibilities (in particular the other scientific advisory committees which advise the Agency); and
- the implementation of the 2002 review recommendations, the revised Code of Practice for Scientific Advisory Committees[2] and the current governance structures.

84. The review concluded that there was a continuing need for ACAF, as it provided good value to the Food Standards Agency, UK agriculture departments and stakeholders. It is important that ACAF maximises the value that it contributes and it should continue to provide evidence of its value. The summary and recommendations can be viewed using the link below:

acaf.food.gov.uk/acafmeets/acaf_2010_meetings/acafmeet030310/acafagenda030310

[1] food.gov.uk/science/researchpolicy/commswork/scicomrev

[2] www.berr.gov.uk/consultations/page39872.html

ACAF Visit to Llandudno

85. 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.

86. ACAF held its 46th meeting in Llandudno on 5 June 2009. Topics discussed included:

- an update on arrangements for a General Advisory Committee on Science (GACS) horizon scanning workshop to be held on 24 June 2009;
- an update on the preparations for an impending two-week audit mission to the UK from 16 June 2009 to be carried out by the European Commission's Food and Veterinary Office (FVO);
- endorsement of a pre-publication copy of the Code of Practice for the Control of Salmonella in Feedingstuffs; and
- the Committee's comments on a draft guidance document on record-keeping for farmers in respect of statutory controls on feed hygiene.

87. Information on these issues are set out in more detail in other sections of this report. The Committee also visited Llysfasi Agricultural College near Ruthin. The college is the North Wales Centre for agriculture and countryside and has in fact been a centre of expertise in the field of Agriculture studies since 1920. Llysfasi has since then developed an extensive range of agricultural and countryside courses including all key aspects of livestock and crop science and management as well as countryside management including important environmental aspects.

88. EU legislation on the marketing and use of feeds and feed hygiene covers feeds for non-food producing animals including zoo animals. As part of its information gathering, the Committee visited the Welsh Mountain Zoo where it observed safety arrangements for supply, storage and feeding of the animals kept on the site.

Ian Brown, ACAF Chairman, being welcomed by the Zoological Director, Nick Jackson

89. The Committee found both visits extremely useful, and expressed their appreciation for the relevant and informative insights provided by their hosts.

The ACAF Members receive a talk on the history of the zoo by the zoological director and one of the zookeepers

Dewi Jones providing an explanation about the work and remit of Llysfasi Agriculture College

Forward Work Programme and Horizon Scanning

90. At its September 2009 meeting the Committee conducted an exercise that combined consideration of its Forward Work Programme and other items suggested for horizon scanning. The Committee decided the following new items should be considered in more detail:

- changes to animal by-product controls;
- impact of climate change on feed production; and
- the environmental impact of feeding practices for food producing animals.

A copy of the Committee's Forward Work Programme is attached at Annex VII.

Food Standards Agency – Governance of Science

91. During 2006 the Committee was actively involved in helping to develop Good Practice Guidelines for scientific advisory committees 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.

92. 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 Review[3] 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.

93. The Guidelines set out in Annex VIII list the basic principles which are followed by scientific advisory committees such as ACAF when assembling and using scientific advice.

[3] 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

94. 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 covering occupational health, toxicology, agriculture and food safety. Dr Brown was formally a Consultant Physician in Occupational Medicine and Toxicology at Southampton Universities NHS Trust and is now Director of the Occupational Health Service at the University of Oxford and is also an honorary consultant physician in occupational medicine to the Oxfordshire Primary Care Trust division of public health medicine. He is also Chair of the Pesticide Residues Committee and 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. From 1999 to 2005 Dr Brown was a Member of ACAF, and from May 2001 until May 2002 served as the Acting Chair, following the unexpected resignation of the Chair, at that time.

Dr Dozie Azubike (lay person/consumer) is a part-time Inspector with the Health and Safety Executive. He has a wide range of experience in the voluntary sector and is a Member of the Board of the Thames Valley Charitable Housing Association and a lay Magistrate. He is also a Member of the General Optical Council Fitness to Practice Committee and an adjudicator for the Solicitors Regulatory Authority.

Dr Paul Brantom (toxicology) is an independent consultant in toxicological risk assessment and was previously Head of the Toxicology and Information Department of BIBRA International Ltd (an independent contract research organisation specialising in research in toxicology and chemical safety). He is currently a Member of the Veterinary Products Committee, the Advisory Committee on Novel Foods and Processes and the EFSA Panel on additives and products or substances used in animal feed (FEEDAP).

Tim Brigstocke (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 Executive Chairman for the Rare Breeds Survival Trust. Tim serves on a large number of bodies including the board of RUMA, the Institute of Agricultural Management and has recently been appointed to chair the Society of Biology College of Elected Members.

Dr Bruce Cottrill (animal nutrition) is a senior research scientist at ADAS. He has over 25 years experience of a wide range of farming and livestock practices and in advising government departments (MAFF/Defra and the Food Standards Agency) on feed-related issues. He has served on a number of expert national and European Community committees, and the CONTAM Panel of EFSA.

Dr Gilbert Domingue (microbiology) who left the Committee in July 2009 – is the R&D Projects Manager with GALVmed, a veterinary charity working to improve access to animal health vaccines and medicines for poor livestock keepers. He is also a HACCP/Hygiene consultant and a state-registered clinical scientist with membership of several professional societies. Dr Domingue has broad experience derived from public, academic and private sector posts. This experience includes audits and research into various food chain pathogens from feed mills through to household situations. He takes a great interest in various food chain-related activities in Edinburgh and the Lothians.

Barrie Fleming (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 Ian Givens (animal nutrition) is Professor of Animal Science and Director of the Nutritional Sciences Research Unit and the Centre of Dairy Research at the University of Reading, School of Agriculture, Policy and Development. He is also joint leader of the University's Food Chain and Health research theme.

Within the University he has responsibilities for managing a large research group. In addition to research on animal nutrition, the research includes 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.

Professor Nigel Halford (novel technology) is a Research Leader at Rothamsted Research, the UK's largest crop and agricultural research institute. He has been involved in research using the genetic modification of plants for almost 25 years. Professor Halford has considerable experience of assessing the risks of GM technology and also has the practical experience of running a field trial on GM wheat. He is the author of more than 100 refereed scientific papers, many relating to plant biotechnology, and has written and edited books and numerous articles on GM crops.

Mrs Heather Headley (feed manufacturer) is Managing Director of her own independent feed material supply company. She has 29 years experience in the animal feed supply industry holding various posts since graduating in Animal Nutrition and Biochemistry. She has a working knowledge of practical farming to complement other skills.

Diane McCrea (consumer) is a consultant in food and consumer affairs and is also the Chair of the Consumer Council for Water Wales Committee. She has considerable experience of consumer representation and committee work, having been a Member of several advisory committees and boards, including Assured Food Standards, the Meat and Livestock Commission and the Food Standards Agency's Advisory Committee on Research. Ms McCrea has also represented Consumers International for more than 10 years at international food standards committees of the Codex Alimentarius Commission (including the Codex Task Force on Animal Feeding).

Richard Scales (local authority enforcement) is Principal Trading Standards Officer at Hampshire County Council with up to 22 years experience of Trading Standards work, including feed law enforcement. He currently specialises in agricultural aspects of enforcement and is a Member of the Agriculture Focus Group of the Local Authorities Co-ordinators of Regulatory Services (LACORS). Mr Scales also chairs the Trading Standards South East Authorities Feeds Sub- Group.

Edwin Snow (feed industry) is the Technical Manager – Milling Division at Noble Foods (the UK's leading egg producer). He is responsible for the development and maintenance of quality systems and ensuring compliance with feedingstuffs, medicines and hygiene regulations as well as industry codes of practice. In addition, he is a Member of the Agricultural Industries Confederation Legal Affairs and Scientific Committee and Organic Farming 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.

Marcus Themans (farmer) owns a mixed farm in South Shropshire, producing bacon pigs and lambs, most of which are processed in the on-farm licensed butchers' shop and sold pre-packed, (retail and wholesale) under the Wenlock Edge Farm brand.

Marcus is a Member of the Health and Safety Executive (HSE) Agriculture Advisory Committee, Chairman of the Shropshire Rural Hub, A Champion for the Strategy for Sustainable Food and Farming and sits on West Midlands Rural Development Programme steering groups.

He is a Member of Meadow Quality Livestock (co-operative marketing group) and Heart of England Fine Foods.

Current Terms of Office of ACAF Members

95. 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 30 June 2010

- Dr Dozie Azubike (Lay person)
- Professor Nigel Halford (Novel technology)
- Mr Richard Scales (Local authority enforcement)

Until 8th May 2011

- Dr Ian Brown * (Chairman)
- Mr Barrie Fleming * (Veterinary Science)

Until 31 May 2011

- Professor Ian Givens * (Animal Nutrition)

Until 30 June 2011

- Mr Tim Brigstocke (Feed materials)
- Mrs Heather Headley (Feed manufacturer)
- Mr Edwin Snow * (Feed Industry)

Until 30 September 2011

- Dr Paul Brantom (Toxicology)
- Dr Bruce Cottrill (Animal Nutrition)
- Dr Gil Domingue (Microbiology)

Until 31 August 2012

- Ms Diane McCrea (Consumer)
- Mr Marcus Themans (Farmer)

* first term of office

Appointments 2009

96. No new appointments to the Committee were made in 2009.

Re-appointments 2009

97. The period of appointment for two Members – Ms Diane McCrea, and Mr Marcus Themans – was extended to a third three year term lasting until the end of August 2012.

ACAF Secretariat

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

From left to right – Raj Pal, Keith Millar and Mandy Jumnoodoo

The Committee's Commitment to Openness

99. 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:

acaf.food.gov.uk

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

101. 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 III. 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.

102. The Committee held all four of its meetings in 2009 in open session, one of which was in Llandudno. 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	☐	Annual & other reports	☐
News Releases	☐	Consultation documents	☐
ACAF recruitment exercises	☐	Other information (please specify)	☐

Please return your completed form to:

The Food Standards Agency
ACAF Secretariat
Room 3C
Aviation House
125 Kingsway
London WC2B 6NH
Tel: 020 7 276 8083
Fax: 020 7 276 8910
Email: acaf@foodstandards.gsi.gov.uk

PLEASE CUT HERE

Annex II: Membership of ACAF Sub-groups

The Committee had one Sub-group operating in 2009.

GM Sub-group

Dr Paul Brantom (Chairman)
Dr Ian Brown (*ex officio*)
Dr Bruce Cottrill
Prof. Nigel Halford

Annex III: ACAF Forward Work Programme

Continuing work

Topic	Progress
1 The manipulation of animal feed to enhance the nutritional value of food.	The Committee first considered this issue in 2004-2005. A horizon scanning workshop organised by the General Advisory Committee on Science took place on 24 June 2009 attended by a number of ACAF Members. Following the workshop, ACAF was requested to take forward ideas discussed. Professor Ian Givens agreed at ACAF's September 2009 meeting to carry out a literature review of research being carried out at Universities on this subject area. The review will summarise the key areas of research.
2 Non-feed use of additives (boluses, additives in water, etc), including legal categorisation.	At the Committee's meeting in September 2009, Members noted that the non-feed use of additives had been bought within the scope of EC Regulation 767/2009 on the placing on the market and use of feed. Manufacturers will need to apply for the authorisation of products. The Committee will be informed of the progress of this authorisation procedure and invited to comment as necessary.

Topic	Progress
3 To be aware of animal welfare implications arising out of the use of certain feeds or feed management.	Regularly arises during discussions.
4 Feed issues relating to organic production.	Yet to be considered.
5 Developments in analytical techniques for forage analysis.	Mr Tim Brigstocke to provide an information paper for Committee to consider if this item should remain on the work plan.
6 The use of pre-and pro-biotics in animal feed and the effect on animal health and in particular the use of probiotics as a potential strategy against coccidiosis and histomoniasis.	Former Member Dr Domingue to be asked to clarify the background and need for this work. The Committee are aware of a rise in the use of pre/probiotics in response to the removal of antibiotics from feed. Committee requires clarification whether the work falls within its remit. Defra, VMD and the Agency to consider working together to provide a paper on this issue for the Committee's consideration.

Continuous work (as standard items):

Topic	Progress
7 GM issues including future developments in biotechnology (e.g. use of second generation GMOs) and possible links with GM nutritional work.	The Committee receives a report from the GM Sub-group Chairman at every meeting and has agreed to consider GM topics in some depth at least twice a year. This includes future developments in biotechnology and the possible links GM has with (animal and human nutrition). 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 as a developing situation.
8 Horizon scanning.	The Committee regularly horizon scans for topics of future consideration.
9 European Food Safety Authority's (EFSA) work in relation to animal feed.	The Committee has received various information on the work of EFSA, including presentations from EFSA representatives – most recently at its meeting on 3 June 2008. The Secretariat will update the Committee on significant issues.
10 Discussions on future EFSA Opinions on additives and contaminants in animal feed.	The Committee will continue to discuss EFSA opinions on additives and contaminants in animal feed when appropriate.
11 To make proposals for R&D and surveillance projects as the need is identified.	The Committee makes suggestions for R&D and surveillance work when appropriate.

Topic	Progress
12 The Committee to receive regular updates on EU developments as they affect animal feedingstuffs and to advise/comment on the UK negotiating line.	The Committee receives updates on relevant feed items at every meeting. The Committee provides valuable input to the UK delegation on a range of animal feed issues.
13 Whenever possible to forge closer links with other advisory committees and to tackle issues of common interest.	ACAF liaises as necessary with other Committees.

Items to be periodically reviewed

Topic	Progress
14 Aquaculture.	The Committee has considered fish feeding techniques and developments a number of times since 2003. This has included visits to fish farms and presentations by industry experts. The Committee is particularly interested in feed manufactured for the expanding range of farmed fish species and the changes to composition of fish feed. The Committee will continue to be updated as appropriate on developments in order that it may give an opinion.
15 EC proposal on the marketing and use of feed.	During 2008, the Committee provided inputs to the UK negotiating line on the proposed EC Regulation on the marketing and use of feed. The Regulation was adopted in June 2009 and will come into effect in autumn 2010.

Topic	Progress
	The Annexes of the Regulation are subject to amendment, and it is envisaged that a catalogue of feed materials and codes of practice on feed labelling will be drawn up. The Committee's views will be sought on these developments.
16 EC Feed Hygiene Regulation (183/2005) and related issues.	EC Regulation 183/2005 envisages that microbiological criteria (e.g. controls on salmonella) be set in respect of animal feeds. The Committee has been consulted in respect of preliminary discussions in Brussels on the introduction of such controls. The Committee will be consulted and asked for an opinion when the Commission makes firm proposals.
17 Herbal additives.	At its meeting on 8 February 2005 the Committee had a discussion on the use of herbal additives. EFSA undertook a self-tasking study on the assessment of herbs, essential oils and other plant products as "additives" for use in animal nutrition. EFSA published a report on this study in August 2007. The Committee received a presentation at its September 2008 meeting. The Committee agreed to await the views of the FEEDAP panel before providing an opinion on this issue.

Topic	Progress
18 The Scientific Advisory Committee on Nutrition's (SACN) Vitamin A Report.	Specifically, the recommendation[4] on animal feed was discussed at the July 2005 meeting. The Agency's Animal Feed Branch is pursuing this matter with the European Commission and EFSA. At its 4 March 2009 meeting, the Committee was advised that in February 2009 EFSA had published an Opinion on vitamin A. At its September 2009 meeting, Members were informed that the Commission had sought the views of Chief Veterinary Officers (CVOs) following publication in February 2009 of an EFSA Opinion on vitamin A. Following advice from Member State CVOs, the Commission will await the reassessment for vitamin A under Article 10 of the EC Feed Additives Regulation – Regulation 1831/2003 before considering whether the current maximum permitted levels for this feed additive should be changed. The matter will then be discussed again by ACAF.
19 Nanoscience.	Members have been briefed on issues by way of an EFSA opinion on nanoscience. The Committee is currently waiting the publication of a House of Lords Select Committee paper before taking this subject area forward.
20 Biofuels: • possible impact of the demand on the availability and cost of selected feedstuffs widely used in animal feeding; and • The use of feed co-products from the production of bio-fuels.	The Committee has considered this area in depth and its position paper was published on 30 April 2008. The Committee will review the paper in response to new developments and the Secretariat is currently researching latest information with the view to have further ACAF discussion.

[4] A reduction in retinol content of poultry and livestock feed as part of a strategy to reduce the retinol intake of regular consumers of liver should be explored further. The implications of lower levels of retinol supplementation for the welfare and productivity of poultry and livestock would need to be determined should such a strategy be considered.

Topic	Progress
21 Establish if there are any feed implications from the research work carried out to assess the potential for multiple residues of pesticides and veterinary medicines in food to produce effects on human health.	Yet to be considered.
22 EC review of feed additives under EC Regulation 1831/2005.	Information paper prepared by Secretariat for March 2008 meeting. Further consideration by the Committee in 2010 when the assessment of applications for new authorisations of feed additives will commence.
23 Review of TSE controls and consideration of future risks to animal feed- recent EU reports mention removing some of the TSE controls to improve animal feed supply.	Update on TSE and Bone meal issues was provided by Mr Patrick Burke (Defra) at the Committee's December 2008 meeting.
Meat and bone meal - the feed/food safety implications on the EFSA suggestion of a possible controlled lifting of the ban in rations for monogastrics.	The Committee is scheduled to discuss this issue at its meeting in December 2009.
24 Commission proposals to establish maximum limits for coccidiostats in non target feed. To review the limits, consider impact on food and the consumer as well as current residue testing programmes for home produced and imported foods.	The Committee to provide assistance on the UK line during any negotiations. The Committee has not reviewed the impact of the limits, as the controls have not yet come into force.

New Items

Topic	Progress
25 Climate Change impact on feed production.	Professor Givens to arrange a presentation on this and the item on environmental impact of food production by animals ...see below.
26 Changes to Animal By-Products rules.	The Defra Assessor is liaising with colleagues to gain further information with a view to providing a presentation at the December 2009 meeting.
27 Environmental impact of food production by animals and how animal diets/feeds can help reduce the impact.	See entry on climate change impact on feed production above.

Annex IV: GOOD PRACTICE GUIDELINES FOR THE INDEPENDENT SCIENTIFIC ADVISORY COMMITTTEES

Preamble

Guidelines 2000: Scientific Advice and Policy Making[5] set out the basic principles which government departments should follow in assembling and using scientific advice, thus:

- think ahead, identifying the issues where scientific advice is needed at an early stage;
- get a wide range of advice from the best sources, particularly where there is scientific uncertainty; and
- publish the scientific advice they receive and all the relevant papers.

The Code of Practice for Scientific Advisory Committees[6] (revised in December 2007) provided more detailed guidance specifically focused on the operation of scientific advisory committees (SACs). The Agency subsequently commissioned a *Report on the Review of Scientific Committees*[7] to ensure that the operation of its various advisory committees was consistent with the remit and values of the Agency, as well as the Code of Practice.

The Food Standards Agency's Board has adopted a **Science Checklist** (Board paper: FSA 06/02/07) to make explicit the points to be considered in the preparation of papers dealing with science-based issues which are either assembled by the Executive or which draw on advice from the Scientific Advisory Committees.

The Board welcomed a proposal from the Chairs of the independent SACs to draw up **Good Practice Guidelines** based on, and complementing, the **Science Checklist**.

[5] Guidelines on Scientific Analysis in Policy Making, OST, October 2005. Guidelines 2000: Scientific advice and policy-making. OST July 2000

[6] Code of Practice for Scientific Advisory Committees, OST December 2001

[7] Report on the Review of Scientific Committees, FSA, March 2002

The good practice guidelines

These Guidelines have been developed by 9 advisory committees:

Advisory Committee on Animal Feedingstuffs[8]
Advisory Committee on Microbiological Safety of Foods
Advisory Committee on Novel Foods and Processes
Advisory Committee on Research
Committee on Carcinogenicity of Chemicals in Food, Consumer Products and the Environment[9]
Committee on Mutagenicity of Chemicals in Food, Consumer Products and the Environment[10]
Committee on Toxicity of Chemicals in Food, Consumer Products and the Environment[11]
Scientific Advisory Committee on Nutrition[12]
Spongiform Encephalopathy Advisory Committee[13]

These committees share important characteristics. They:

- are independent;
- work in an open and transparent way; and
- are concerned with risk assessment not risk management.

The Guidelines relate primarily to the risk assessment process since this is the committees' purpose. However, the Agency may wish on occasion to ask the independent scientific advisory committees whether a particular risk management option is consistent with their risk assessment.

Twenty seven 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.

This list of principles will be reconsidered by each committee annually as part of the preparation of its Annual report, and will be attached as an Annex to it.

[8] FSA Secretariat

[9] Joint FSA/HPA Secretariat, HPA lead

[10] Joint FSA/HPA Secretariat, HPA lead

[11] Joint FSA/HPA, FSA lead

[12] Joint FSA/DH Secretariat

[13] Joint Defra/FSA/DH Secretariat

Principles

Defining the issue

1. The FSA will ensure that the issue to be addressed is clearly defined and takes account of stakeholder expectations. The committee Chair will refer back to the Agency if discussion suggests that a re-definition is necessary.

Seeking input

2. The Secretariat will ensure that stakeholders are consulted at appropriate points in the committee's considerations and, wherever possible, SAC discussions should be held in public.

3. The scope of literature searches made on behalf of the committee will be clearly set out.

4. 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.

5. Data from stakeholders will be considered and weighted according to quality by the committee.

6. Consideration by the secretariat and the Chair will be given to whether expertise in other disciplines will be needed.

7. Consideration will be given by the Secretariat or by the committee to whether other scientific advisory committees need to be consulted.

Validation

8. Study design, methods of measurement and the way that analysis of data has been carried out will be assessed by the committee.

9. If qualitative data have been used, they will be assessed by the committee in accordance with the principles of good practice, e.g. set out in guidance from the Government's Chief Social Researcher[14].

10. Formal statistical analyses will be included wherever possible. To support this, each committee will have access to advice on quantitative analysis and modelling as needed.

[14] There is of guidance issued under the auspices of the Government's Social Research Unit and the Chief Social Researcher's Office (Quality in Qualitative Evaluation: A Framework for assessing research evidence. August 2003. www.strategy.gov.uk/downloads/su/qual/downloads/qqe-rep.pdf and The Magenta Book. www.gsr.gov.uk/professional_guidance/magenta_book/guidance.asp).

11. 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.

12. The list of references will make it clear which references have either not been subject to peer review or where evaluation by the committee itself has conducted the peer review.

Uncertainty

13. When reporting outcomes, committees 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.

14. Any assumptions made by the committee will be clearly spelled out, and, in reviews, previous assumptions will be challenged.

15. Data gaps will be identified and their impact on uncertainty assessed by the committee.

16. An indication will be given by the committee about whether the database is changing or static.

Drawing conclusions

17. The committee will be broad-minded, acknowledging where conflicting views exist and considering whether alternative hypotheses fit the same evidence.

18. Where both risks and benefits have been considered, the committee will address each with the same rigour.

19. Committee 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.

20. The committee'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.

21. Committees will make recommendations about general issues that may have relevance for other committees.

Communicating committees' conclusions

22. Conclusions will be expressed by the committee in clear, simple terms and use the minimum caveats consistent with accuracy.

23. It will be made clear by the committee where assessments have been based on the work of other bodies and where the committee has started afresh, and there will be a clear statement of how the current conclusions compare with previous assessments.

24. The conclusions will be supported by a statement about their robustness and the extent to which judgement has had to be used.

25. As standard practice, the committee secretariat will publish a full set of references (including the data used as the basis for risk assessment and other committee 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.

26. The amount of material withheld by the committee 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.

27. Where proposals or papers being considered by the Board rest on scientific evidence, the Chair of the relevant scientific advisory committee (or a nominated expert Member) will be invited to the table at Open Board meetings to provide this assurance and to answer Members' questions on the science. To maintain appropriate separation of risk assessment and risk management processes, the role of the Chairs will be limited to providing an independent view on how their committee's advice has been reflected in the relevant policy proposals. 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.

Annex V: Register of Members' Interests

	PERSONAL		NON-PERSONAL	
MEMBER	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**
Dr D Azubike	Defra, Agricultural Dwelling House Advisory Committee (ADHAC) for Berkshire, Buckinghamshire, Hampshire, Isle of Wight and Oxfordshire.	Independent Member	None	None
Dr I Brown	Pesticide Residues Committee	Chairman	None	None
	Advisory Committee on Toxic Substances of the Health & Safety Commission	Member		
	General Advisory Committee on Science	Ex-officio Member		
	Responsible Use of Medicines in Agriculture	Member		
Dr P Brantom	Veterinary Products Committee	Member	None	None
	EFSA FEEDAP Panel and other EFSA Working Groups	Member		
	Advisory Committee on Novel Foods and Processes	Member		
Mr T Brigstocke	Tim Brigstocke Associates	Managing Partner	Royal Association of British Dairy Farmers	Policy Director
	Cattle Health Certification Standards (UK)	Exec. Director	Rare Breeds Survival Trust	Trustee
	Cogent Breeding Ltd	Non Exec. Director	National Cattle Association (Dairy)	Executive Secretary
	Institute of Biology	Chair, Science Policy Board	Silcock Fellowship for Livestock Research	Trustee
	Defra England Implementation Group for Animal Health and Welfare Strategy	Member	RUMA Alliance	Hon Treasurer
	Veterinary Residues Committee	Member	Lantra, the Sector Skills Council for the land based sector	Trustee

	PERSONAL		NON-PERSONAL	
MEMBER	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**
Dr B Cottrill	None	None	A range of companies from the agricultural and food industries. Government departments including the Food Standards Agency	Senior Research Consultant with ADAS
Dr G Domingue	GALVmed	R&D Project Manager	IFR Norwich	Project Advisor
	Various scientific societies	Member		
	Health Professions Council	Clinical Scientist		
	Slow Food Movement	Member		
Mr B Fleming	Elanco Animal Health*	Employee	Agricultural Industries Confederation	Legal and Scientific Affairs Committee Member
			British Veterinary Poultry	Honorary Secretary and Awards Co-ordinator
			National Office of Animal Health	Milk related topics Group Member
Prof D I Givens	University of Reading	Employee	European Commission	Research funder
			Various Companies	Research funders
Prof N G Halford	Prospect	Member	Advanced Technologies Cambridge	Research
	Society of Experimental Biology	Member	Defra	Research
	Home Grown Cereals Authority	Research	Reading University	Research
	Association of Applied Biologists	Governor; Convenor of Plant Physiology and Crop Improvement Committee	Kettle Foods	Research
	Scottish Crop Research Institute	Research	Food Standards Agency	Research
	Higgins Agriculture	Research	Shanghai Academy of Agricultural Sciences	Honorary chair
	Potato Processors Association	Research	United Biscuits	Research
	European Snacks Association	Research	Potato Council Ltd	Research

	PERSONAL		NON-PERSONAL	
MEMBER	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**	**COMPANY/ ORGANISATION**	**NATURE OF INTEREST**
Mrs H Headley	Withernay Ltd	Shareholder, Managing Director	None	None
Ms D McCrea	Various consumer Non Governmental Organisation groups, EU funded research projects and the Food Standards Agency	Consultancy work – project based	None	None
	Consumer Council for Water	Board Member and Chair of Wales Committee		
	Assured Food Standards	Board Member		
	Defra England Implementation Group for Animal Health and Welfare Strategy	Member		
	SEAC	Member		
Mr R Scales	Agriculture Focus Group of the Local Authorities Co-ordinators of Regulatory Services	Member	None	None
	Trading Standards South East Feeds Subgroup	Chairman		
	Trading Standards Institute - Provision of material for e-learning course			
	TSSE Training Ltd	Training provider		
Mr E Snow	Noble Foods	Employee	Representative of Noble Foods/egg & poultry industry on AIC Legal Affairs & Scientific Committee and Organic Farming Working Group	Member
	Tate & Lyle	Shareholder	British Egg Industry Council – feed related matters	Member
			Elanco – consultant advising on residue controls mainly in Nordic countries	Member
			Working group reviewing the controls on laying feeds to prevent Salmonella	Member
Mr M Themans	E M Themans Company. Also Trading as: Wenlock Edge Farm	Farming Licenced Butchers	National Farmers Union	COPA feedingstuffs representative

* in December 2008, Mr Fleming left Elanco Animal Health and became a partner in the Rose Partnership.

Annex VI: Abbreviations

ACRE	Advisory Committee on Releases to the Environment
BSE	Bovine Spongiform Encephalopathy
BTSF	Better Training for Safer Food
CA	Competent authorities
Defra	Department for Environment, Food and Rural Affairs
DON	Deoxynivalenol
EC	European Community
EFSA	European Food Safety Authority
EU	European Union
FeBOs	Feed Business Operators
FEEDAP	EFSA Scientific Panel on additives and products or substances used in animal feed
FSA	Food Standards Agency
FVO	Food and Veterinary Office
GACS	General Advisory Committee on Science
GL	Guidance level
GM	Genetically modified
GMO	Genetically modified organism
HACCP	Hazard Analysis and Critical Control Points
MAFF	Ministry of Agriculture, Fisheries and Food
NCP	National Control Plan
OCPA	Office of the Commissioner for Public Appointments
OA	Ochratoxin A
PAP	Processed Animal Protein
PRC	Peoples' Republic of China
RUMA	Responsible Use of Medicine in Agriculture
SACN	Scientific Advisory Committee on Nutrition
SCoFCAH	Standing Committee on Food Chain and Animal Health
TSE	Transmissible Spongiform Encephalopathy
UK	United Kingdom
ZON	Zearalenone

Annex VII: Papers Considered by ACAF in 2009

No. of Paper	Name of Paper	Meeting number	Date of meeting
ACAF/09/01	Codes of Practice for the control of Salmonella in animal feeds.	45th	4 March 2009
ACAF/09/02	Vitamin A EFSA Opinion update.	45th	4 March 2009
ACAF/09/03	EC Developments.	45th	4 March 2009
ACAF/09/04	Potential for carry-over of allergens from animal feed into derived animal products.	45th	4 March 2009
ACAF/09/05	Distribution of an e-leaflet to the poultry industry on recommendations to reduce residue levels of nicarbazin in British chicken.	45th	4 March 2009
ACAF/09/06	Update on the work of other Advisory Committees.	45th	4 March 2009
ACAF/09/07	Code of Practice for the Control of Salmonella in Animal Feeds.	46th	5 June 2009
ACAF/09/08	Feed Hygiene: Guidance to Stakeholders on the reduction of administrative burdens.	46th	5 June 2009
ACAF/09/09	EC Developments.	46th	5 June 2009
ACAF/09/10	Update on the work of other Advisory Committees.	46th	5 June 2009
ACAF/09/11	Horizon Scanning Workshop: Future food production for healthier eating – opportunities and challenges.	47th	23 September 2009
ACAF/09/12	Forward Work Programme Review (including Horizon Scanning).	47th	23 September 2009
ACAF/09/13	EC Developments.	47th	23 September 2009
ACAF/09/14	Update on the work of other Advisory Committees.	47th	23 September 2009
ACAF/09/15	Feed Hygiene: Guidance to Stakeholders on the Reduction of Administrative Burdens.	47th	23 September 2009
ACAF/09/16	Review of EU Animal By-Products.	48th	3 December 2009
ACAF/09/17	Update on Mycotoxin Issues.	48th	3 December 2009
ACAF/09/18	GACS Horizon Scanning Workshop – follow up action by ACAF.	48th	3 December 2009
ACAF/09/19	FVO Mission on Feed Law and Feed Hygiene update.	48th	3 December 2009
ACAF/09/20	EC Developments.	48th	3 December 2009
ACAF/09/21	Update on the work of other Advisory Committees.	48th	3 December 2009

Annex VIII: 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 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 three 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.

Handling conflicts of interests

13. 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

14. 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

15. 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

16. 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

17. 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.

18. 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.

19. 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.

	Type of interest	Notification
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. interests. To be confirmed	To be notified to the Secretariat in writing on appointment to the Committee and at the time of any change to these 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.	As above.
Shareholdings:	any shareholding or other beneficial interest in shares of industry. This does not include shareholdings through unit trusts.	As above.
Membership or affiliation:	to clubs or organisations with interests relevant to the work of the Committee.	As above.

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.

Type of interest		Notification	
		£1000 or more from a particular company in the previous twelve months	*less than £1000 from a particular company in the previous twelve months*
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.	• 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 which the Member is responsible.	As above.	As above.
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.

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