

Minutes of the Pharmac Consumer Advisory Committee (CAC) Meeting Wednesday 08 November 2023

The meeting was held Level 9, 40 Mercer St, Wellington.

Present

Robyn Manuel (Chair)
Nele Kalolo (Deputy Chair)
Hazel Heal
Georgina Johnson
Janfrie Wakim
Mary Schnackenberg
Sione Vaka
Tui Taurua
Vivien Verheijen

Observer

Jesse Davis

Pharmac staff in attendance

Nicola Ngawati (Director, Equity and Engagement)
Jannel Fisher (Manager, Public Affairs & Government Services)
Mako Osborne (Graduate Implementation Advisor)
Toni Davis (Team Assistant)

For relevant items

Yazmin Juned (General Counsel)
Oliver Whitehead (Team Leader Government Services)
Ryan Perica (Principal Engagement Advisor)
Augusta Connor (Senior Health Economist/Team Leader)
David Hughes (Director Advice and Assessment/Chief Medical Officer)

Karakia and mihi for new member

The meeting was opened with karakia and mihi for new CAC observer Jesse Davis.

1. Action items / notes from previous meeting / interest register

Action items

The action items were reviewed.

Notes from previous meeting

Notes for the October meeting were approved as a true record of discussion.

Interest register

Noted. No new interests were declared.

Membership terms

Noted.

2. CAC Chair update

The Chair provided an update on the work Pharmac has started to better factor equity into the prioritisation process. The chair noted that she has been invited to present at the Patient Citizen Interest group workshop in Spain next year. The Chair also updated members on Pharmac's decision to decline a list of inactive medicines and the changes to Palivizumab.

Actions:

(1) *Pharmac staff to look at how we can flag consultations to members when they go live.*

3. Declaring Interests and Privacy, OIA & Political Neutrality

General Counsel provided a presentation to members on what conflicts of interest are and when and how to declare them.

Team Leader, Government Services provided members with clarification around public service expectations and Official Information Act requests.

Actions:

(2) *Put the presentation into Objective Connect.*

(3) *Add a Declaring Interests and Privacy, OIA & Political Neutrality session to the CAC member induction for the future.*

4. CAC's role as a conduit workshop

Principal Engagement Advisor led a workshop on what members role as a conduit between consumer groups and Pharmac could look like. There had been discussions on this topic at previous CAC meetings and it was noted that a workshop to expand on the thinking would be beneficial.

The workshop focused on sharing member connections to consumer groups and the new connections they would like to make. Members then discussed as a committee, the actions they could take to further bring consumer voices into Pharmac and the support they may need to do this. This included utilising already existing groups and ensuring members are properly supported and feel safe when engaging with communities on behalf of Pharmac.

Principal Engagement Advisor noted that he would pull together all of the notes from the workshop and send it to members to ensure the information captured was true and accurate.

Actions:

(4) *Members to provide feedback on the draft notes from the workshop.*

5. Prioritisation education session

Senior Health Economist/Team Leader provided members with a presentation on Pharmac's prioritisation process.

As part of the resulting discussion, some members raised concerns on under-representation at the prioritisation meetings and the absence of mātauranga Māori in the process. Members also sought clarification around the statistics and analytics and whether there was value in staff declaring interests.

Senior Health Economist/Team Leader provided clarification on where the statistics come from and how they are used. She mentioned that there is a lot of information and measures

to consider. However, there would be benefit from a metric of some kind to understand mātauranga Māori in the prioritisation and assessment process.

6. Discussion with Chief Medical Officer about consumer representation in clinical advisory groups

Director, Advice and Assessment/CMO gave an update on the progress of consumer representation on clinical advisory committees. This included sharing initial reflections on engagement with organised consumer groups during the assessment process of an application.

It was noted that staff are exploring a caucus approach with consumer members on Pharmac's committees.

Some members raised their concerns about potential bias in prioritisation meetings and how that can be managed. Director, Advice and Assessment/CMO noted that staff are encouraged to reflect on personal bias.

Members were interested in how Māori engagement can be incorporated at the beginning of processes and in a meaningful way. Resource and budget restrictions were noted.

Manager, Public Affairs & Government Services noted the need to increase visibility of consumer involvement to reassure members that there is consumer input in a process.

Director, Advice and Assessment/CMO noted that he is currently in the process of mapping activities to identify key areas for consumer engagement and how best to support this.

Actions:

(5) *Add report back on the consumer engagement mapping to the 2024 agenda.*

7. Equity policy update

Specialist Equity Advisor provided members with an update on the progress of the equity policy and the next steps.

Members acknowledged the work that has been done in a short period of time and expressed their support for this work and how it was developing.

Specialist Equity Advisor noted that the committee will be able to see the revised draft after it has been to the Board on 1 December.

Director, Equity and Engagement noted that Pharmac will be setting up a cross agency equity working group to be more coordinated across the health system.

Actions:

(6) *Send members a copy of the revised Equity Policy draft after the 1 December Board meeting.*

8. Pharmac update & annual agenda discussion

Director Equity and Engagement gave a verbal update:

- The action plan to enhance the organisation's culture has been endorsed by the Board and proactively released on the Pharmac website.
- The final draft of the Engagement strategy will be going to Board for approval. It will then move into the implementation phase.

- Principal Advisor – Pacific Health is preparing a summary of phase two of the Pacific Responsiveness Strategy and is in the middle of drafting phase three.
- New Communications Team Leader and Tupu Toa interns join Pharmac this month. Pharmac is also advertising for a Māori Communications Advisor.
- The Devices Strategy team are looking at engagement planning and wants to connect with CAC on their work.
- The Legal Team has provided advice on the process for re-naming the committee.
- The list of Named Patient Pharmaceutical Assessment applications has been reduced from over 100 (where it has been on average for the last 12 months) down to 32. The list of Special Authority Waiver applications awaiting an outcome now sit below 10.

Committee only time was held.