

**Minutes of the  
Pharmac Consumer Advisory Committee (CAC) Meeting  
Wednesday 14 August 2024**

The meeting was held via Zoom from 09:30 am.

**Present:**

Robyn Manuel (Chair)  
Nele Kalolo (Deputy Chair)  
Jesse Davis  
Sione Vaka  
Georgina Johnson  
Hazel Heal  
Vivien Verheijen

**Pharmac staff in attendance**

Nicola Ngawati (Director, Equity and Engagement)  
Salī Salī (Manager, Equity and Engagement)  
Mako Osborne (Implementation Advisor)

**Karakia**

The meeting was opened with karakia.

**1. Interest register / notes from previous meeting / action items**

***Interest register***

Noted.

***Notes from previous meeting***

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

***Action items***

The action items were reviewed.

***Membership terms***

The membership terms were reviewed.

***Actions***

(1) *Change the name of the 'Conflicts of interest' agenda item to 'interest register'.*

## **2. CAC Terms of Reference update**

Director Equity and Engagement gave a verbal update of the proposed first set of amendments to the current CAC Terms of Reference (TOR). This included updating the legislation to reflect the Pae Ora (Healthy Futures) Act 2022.

Members commented and sought clarification on some of the changes, specifically in sections 5 and 7.

### **Actions**

*(1) Send members the draft TOR with tracked changes.*

## **3. CAC Chair and Deputy Chair update**

The Chair provided an update of the Board meeting. This included discussion on the Letter of Expectations (LOE) and the resignation of a Board member.

The Chair updated members on the recruitment for new CAC members, noting we shortlisted 5 applicants to interview from a pool of 48.

A member noted that she presented feedback to Pharmac's medical devices team. The presentation centred on equitable access and patient focussed improvements, and how it could work in communities with the highest need.

The Chair noted that she met with the environmental sustainability and health technology assessment working group and discussed how environmental sustainability can be integrated into each countries health technology assessment.

### **Actions**

*(1) Director Equity and Engagement to look into if any Pharmac staff can talk to CAC on environmental sustainability within Pharmac.*

## **4. CAC 2025 annual agenda planning**

Manager Equity and Engagement prompted members to discuss their reflections on the current annual agenda and what they would like to see in the future.

Members noted they would like to see more items around data collection of medicine and medical device uptake in the community, to ensure Pharmac are moving in the right direction for the Health and Quality Safety Commission audit.

Members also noted they would like to see data of newly funded medicines, aligned with their therapeutic group, to monitor how many people are going to benefit from them and ensure we are contributing to equitable access.

## **5. Discussion on Letter of Expectations**

Director Equity and Engagement discussed the LOE and noted that the Board and Pharmac are working through its response to the actions, including how we will progress with each action.

Director Equity and Engagement noted that each Senior Leadership Team member will be allocated particular actions to progress.

Director Equity and Engagement discussed the strategic work occurring, including the refresh of the Statement of Intent and analysis of the Equity policy and Te Tiriti policy against the LOE and Government Policy Statement on Health.

Members noted their concern around the role of Te Rōpū going forward and noted their support for Te Rōpū and the Māori caucus at Pharmac.

### **Actions**

- (1) *Circulate Government Policy Statement on Health to members.*
- (2) *Update members on the analysis of the Te Tiriti and Equity policy against the Letter of Expectations.*

## **6. Pharmac update and annual agenda**

Director Equity and Engagement gave a verbal update:

- Changes to the Equity and Engagement Directorate which include a new Senior Government Services Advisor and recruitment for new staff in the Equity, Communications, and Implementation teams.
- Director Pharmaceuticals is recruiting for Therapeutic Group Managers, following the recent budget uplift.
- Associate Minister of Health, Hon David Seymour, Pharmac Board Chair, Paula Bennett, and MP Todd Stephenson spoke to industry and consumer representatives about Pharmac's LOE. Pharmac is considering hosting workshops with consumers/patients to hear directly what people think of Pharmac.
- Pharmac participated in the IAP2 Essentials of Engagement Course. This was the second session and the first implementation activity ticked off as part of Pharmac's engagement strategy.
- Pharmac had two guests from the World Health Organisation (WHO), the Regional Director of Western Pacific and Director of Pacific Technical Support and WHO representative to the South Pacific, to talk about Pharmac's work.
- Pharmac has released several consultations following the recent budget uplift which are available to view on the Pharmac website.
- Two Pharmac staff from the medical devices team engaged with staff from Vaka Atafaga, a Pacific nursing community led service by Te Whatu Ora.
- Director Kaituruki Māori will be presenting awards at the annual Indigenous Nurses Aotearoa 2024 conference.
- Director Kaituruki Māori and Director Equity and Engagement will be speaking to taurira Māori next month at Otago University to promote careers at Pharmac, including the [TupuToa internship programme](#).

Committee only time was held.