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**NATIONAL ADVISORY COMMITTEE ON HEALTH AND DISABILITY**  
**Hunga Kaititiro i te Hauora o te Tangata**

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**Minutes of the 164<sup>th</sup> meeting  
held on Tuesday, 21 March 2006  
at Portland Towers, Hawkestone Street, Wellington**

**Present:** Geoff Fougere  
Linda Holloway (Incoming Chair)  
Andrew Moore  
Neil Pearce  
Phil Shoemack  
Api Talemaitoga  
Gwen Tepania-Palmer  
Lynette Stewart  
Riripeti Haretuku

**In Attendance:** Margaret Earle, Manager  
Sara Georgeson, Analyst  
Trish Green, Communications Advisor  
Victoria Jackson, Analyst  
Barbara Langford, Senior Advisor (Public Health)  
Jan Mackay, Senior Analyst  
Charmaine Ross, Senior Analyst (Māori Health)

**In Committee session**

The committee members asked that their delight at the Minister's announcement of Linda Holloway's appointment as chair of the NHC be recorded in the minutes.

**Agenda Item 1: Identify conflicts of interest**

None identified.

**Agenda Item 2: Apologies**

None.

**Agenda Item 3: Table all papers**

- Redraft of Chapter 6 of PHAC's report to the Minister – *Working together for health and wellbeing* (item 11.2).
- Notes from meeting between sponsors for carers project and secretariat staff (item 12.1).

#### **Agenda Item 4: Minutes of February 2006 meeting**

The minutes were accepted as a true record. There were no matters arising that were not already covered by the agenda.

#### **Agenda Item 5: Correspondence**

The committee noted the following inwards correspondence:

- copy of letter to Prostate Cancer Foundation from Ministry of Health regarding revision of booklets on PSA testing for general practitioners and for men.

The committee noted the following outwards correspondence:

- request from Standards Plus for funding to assist with design costs for a book incorporating the photo boards and plain language summary literature reviews from *To have an 'ordinary' life*.

It was agreed that:

- the NHC would contribute \$1,000 towards the design costs of cover for the book being developed by Standards Plus.

#### **Agenda Item 6: "Out of town" meeting for 2006**

The Manager reported that she has contacted Wairarapa DHB and is waiting for confirmation as to whether it is convenient for them to host the committee in June.

The following themes were identified for the visit:

- rural health, including impact of seasonal work
- public health in a rural setting
- chronic conditions (including making contact with Māori asthma project group)
- child and youth health, with a focus on safety of children
- Māori health
- Pacific health
- carers.

The comment was made that it will be important to meet with agencies outside the health sector.

The committee supported the suggestion that most members and secretariat travel to and from Masterton by train, and agreed to spend the Sunday evening in Wellington if required. For those who prefer the option of driving to Masterton is available.

Action:

- Neil Pearce to provide contact details of the runanga in the Wairarapa involved in the Māori asthma project.

### **Agenda Item 7: Conferences**

- Linda Hollway reported on the workshop she ran at the Community Trusts' of Aotearoa New Zealand Conference and the relevance of the issues discussed at the conference for the work of the NHC.
- It was agreed to discuss the Traditional Knowledge 2006 conference during the April NHC teleconference.
- PHAC had agreed at its meeting the previous day to provide \$5,000 sponsorship for the Public Health Association of NZ conference if its requirements are met. NHC endorsed this decision.

### **Agenda Item 8: Report back on February PHAC meeting**

The Chair of PHAC outlined the issues discussed at the PHAC meeting the previous day:

- the PHAC's report on the public health overview project is nearly complete and will be discussed by the NHC later on the agenda
- the PHAC is discussing what happens to Health Impact Assessment (HIA) after 30 June 2006. Planning for the HIA stocktake conference on 27 June is underway and the survey of stakeholders has begun
- requests for proposals are being drawn up to assist with the information gathering phase of the health of children and young people project.
- The PHAC briefly discussed possible future project areas and there is strong interest in a focus on urban environment.

### **Agenda Item 9: Financial update**

The Manager spoke to the financial statement for February 2006 and identified areas where expenditure is forecast to be different from budgeted figures.

### **Agenda Item 10: Initial discussion on work programme for 2006/07**

The Manager spoke to a paper outlining the areas of work that have been suggested for the NHC and the PHAC over the past couple of years. This included items suggested at the meeting the Minister held with committee representatives on 1 February 2006. Members discussed the paper and noted that access to health services was a common theme for many of the areas suggested for the NHC.

Action:

- The Manager to prepare a brief paper for April teleconference reflecting on the discussion and identifying some possible ways of looking at access to health services.

### **Agenda Item 11: Work programme**

#### **Agenda Item 11.1: Chronic conditions**

Project sponsors reported on the structural changes to the draft of the strategic-level report to the Minister and posed specific questions about it to the committee.

Committee members were positive about the changes and style of the document, and provided guidance on finalising the areas still being completed. Specific comments were that:

- a person can have a chronic condition and still be 'well', so the focus should be on 'living well with chronic conditions'.
- the inclusion of both a principles section and the existing recommendations created a duplication and these could be combined
- there should be more information about what is already happening, for instance to implement a whānau approach
- it is important to include analysis of who has benefited from changes that have already been made and whether there has been any resulting shift in inequalities between population groups
- there needs to be a greater focus on cost analysis and this would be best placed in the second report. This work may need to be contracted out if there is not sufficient readily-available information.

Action:

- committee members to e-mail the secretariat with any suggestions for changes to the report.

### **Agenda Item 11.2: PHAC's public health sector project**

The project sponsor spoke to the draft report to the Minister. A redraft of Chapter 6 was circulated for discussion. Some minor amendments were suggested. It was noted that the PHAC is aiming for sign-off during April. NHC members approved the content and direction of the document. It is proposed to launch the report in May and invite the Minister to officially receive the committee's advice.

Action:

- the project manager to circulate modified Chapter 6 to NHC members for comment.

### **Agenda Item 12: Work programme – verbal updates**

#### **Agenda Item 12.1: Rural communities and health**

A brief discussion was held about the direction of this area of work. It was suggested that Phil Shoemark be the lead sponsor, now that Linda has been appointed as NHC Chair.

Action:

- the secretariat to develop a paper for the April teleconference outlining possible directions for this area of work and identifying any pieces of work that could be contracted out.

**Agenda Item 12.2: Carers**

Project sponsors reported on the meeting they held with the secretariat the previous day to discuss the project scope. Notes from this meeting were circulated. The Manager mentioned that money had been allocated for contract work during the current financial year.

Action:

- The lead sponsor and secretariat to discuss possibilities for commissioned work that could be undertaken during the financial year.

**Agenda Item 12.3: NEAC’s work on prioritisation**

Andrew Moore updated the NHC on progress with the work NEAC has been undertaking on prioritisation of elective services.

**Next meetings**

There will be no PHAC in April. The next PHAC meeting will be at 2pm on Monday 15 May.

The NHC will hold a teleconference on Wednesday 19 April. The next face-to-face NHC meeting will be held on Tuesday 16 May. The Minister of Health will be attending this meeting at 9.15am.

The meeting closed at 3.10pm

**Confirmed as a true and accurate record**

.....Chair

.....Date