

# Minutes

## Advisory Council

**Date:** 6 November 2020

**Time:** 10:00am to 2:00pm

**Location:** Room: GS.2 or Teams Conference ID: 266 220 505#

**Chair:** Richard Sullivan

**Attendees:** Christopher Jackson, Deborah Woodley (*arrived late*), Graeme Norton, John Whaanga (*left early*), Jonathan Koea (*arrived late*), Nina Scott (*arrived late*), Apisalome Talemaitoa  
Diana Sarfati (TAoTK), Dawn Wilson (TAoTK), Jordan Jansen (TAoTK - Secretariat)

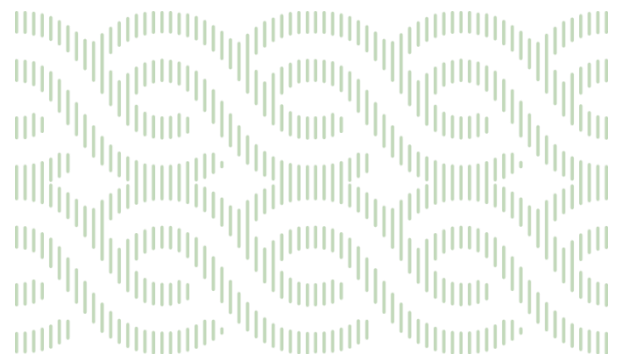
**Guests:** Myra Ruka (TAoTK), Juliet Ireland (TAoTK), Helen Stobba (TAoTK)

**Apologies:** Ashley Bloomfield, Ailsa Claire, Shelley Campbell

	Item
1	<p><b>Welcome:</b> MM opened meeting at 10:10am with Karakia Richard introduced everyone to new members and guests around the table.</p> <p><b>The council agreed</b> to finalise the minutes from 10 September.</p> <p>The action points were reviewed, and <b>the council agreed</b> to closing action points 4, 5, 8 and 9.</p> <p>DS spoke to item 8 on behalf of NS as NS had not arrived due to a flight delay. No Government decision has been made to on the age range extension. The current focus is to ensure the bowel screening programme continues to be rolled out without further delays. Hei Āhuru Mōwai (HAMo) are holding a hui in December to investigate the potential to improve equity gain across current and potential screening programmes.</p> <p><b>The following points noted:</b></p>

	<p>The council strongly supports the bowel screening age range extension and would like to keep involved with the process/outcomes from the current approach noting NS and SC are apologies and the extended election period has impacted this item.</p> <p><b>Action:</b> A report back will be expected on action point 8 at a future meeting.</p>
2	<p><b>Update from TAoTK:</b> DS introduced Myra Ruka, Clinical Equity Advisor and thanked her for joining the team.</p> <p>MR stays on for the rest of the meeting.</p> <p><b>DRAFT State of the Nation Cancer Report:</b> DS circulated to the council prior to meeting. The release date will be World Cancer Day 4 February 2021 rather than 1 December 2020. Feedback to be sent in writing, as requested.</p> <p><b>Dashboard and risk register:</b> As part of a new approach in sharing what TAoTK is up to with the council, the first version with relevant content was tabled at this meeting. DS will request a more simplified version for future meetings, and has asked the Council to highlight any particular projects they would like more information on.</p> <p><b>Discussion followed:</b> CJ would like to see information on the Pharmac review and its impact on TAoTK when that becomes clearer, and on the role of the Agency in workforce planning.</p> <p><b>Action:</b> Workforce to be made more explicit in the dashboard.</p> <p>10:44am NS joins</p>
3	<p><b>Update from Hei Āhuru Mōwai:</b> NS expanded on closing action point 8 stating there are 6 tumour streams to be discussed at the screening hui. There is a clinical lead for each one. Position statements are being prepared for each stream with an equity focused overarching position statement. Repository of documents that were used to develop the position statements will be made available on HAMo website.</p> <p><b>The following points noted:</b></p> <p>There was a recent constructive meeting between the Waipounamu Māori cancer leadership group, Hei Ahuru Mōwai and Te Aho o Te Kahu to develop and support good relationships in the region. .</p>
4	<p><b>Cancer Services Planning – presentation:</b> DS presented on behalf of SC given she’s an apology The council reflected on cancer services from 1990-2020.</p>

5	<p><b>Cancer Services Planning – workshop:</b>  The Agency has a role to advise Government and DHBs about the structure of cancer services. In addition, the Health and Disability Services review and work on implementation presents an opportunity to consider issues around the distribution of cancer services in NZ. The Council participated in a workshop to consider this programme of work, summarised in a presentation back to them for their review (attached).</p> <p>12:07pm DW joins</p> <p>12:30pm lunch &amp; JW leaves</p> <p>12:52pm Meeting resumes</p> <p><b>Action:</b>  Council to reflect on workshop, send feedback to Helen Stobba and meet specifically on the problem statement with further reflection on the key stakeholders before 2021..</p>
6	<p><b>Patient Reported Measures (PRMs):</b>  Juliet Ireland presented to the council on a project to consider how patient reported measures could be incorporated into routine measures in New Zealand.</p> <p>The council agreed to support the initiative and will continue providing advice.</p> <p><b>Discussion followed:</b>  <b>The council agreed</b> the initiative is beneficial to New Zealand’s cancer sector and felt a national approach may be optimal by implementing it in stages, starting with a focused pilot.</p> <p><b>Action:</b>  John Fountain, NS, JK and RS to discuss further.</p> <p>2:04pm MM closes meeting with karakia</p>



	Action Points as of 10 September 2020	Responsible	Due
1	Add AYA/NCCN discussion on future agenda	Jordan	TBC
2	Add equity statement to next COVID impact report	Diana	10 Sept
3	Circulate ADHB Alert Level 2 plan to council	Richard	10 Sept
4	Link Māori Health Directorate staff with Agency staff to share work on ensuring the Ministry is more Treaty compliant	Michelle Makeo (TAoTK)	10 Sept
5	TOR to be presented at next meeting, including guidance on duration of membership and frequency.	Diana	10 Sept
6	Invite Api to join the Advisory Council	Diana	10 Sept
7	Circulate whiteboarding of council re-focus discussion to Advisory Council	Jordan	6 Nov
8	Meet to discuss resolutions and develop a process to move bowel screening age range extension issues forward	Diana, Shelley, Nina	6 Nov
9	Fix two minor errors and appropriately brand TOR	Jordan	6 Nov
10	Report back on screening age range extension and new prioritisation work programme at future meeting	Nina	TBC
11	Make workforce more explicit in the Agency's dashboard and risk register	Diana	Next meeting
12	Council to reflect on workshop, send feedback to Helen Stobba and meet specifically on the problem statement with further reflection on the key stakeholders before 2021	All	Next meeting
13	Meet with John Fountain to discuss PRMs initiative further	Nina, John K and Richard	TBC

