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**Pharmaceutical Management Agency (Pharmac)**

**Minutes of the Virtual Board Meeting**

**Held on Tuesday 29 April 2025 at 9.00am**

**Via Microsoft Teams**

**Present:**

**Board members**

Paula Bennett	Chair
Dr Peter Bramley (BSc (Hon), LL.B, PhD)	Deputy Chair
Talia Anderson-Town (BBS, PG Dip Professional Accounting, CA, CPP)	Board member
Anna Adams	Board member
Lucy Elwood	Board member
Dr Margaret Wilsher (MD, FRACP, FRACMA)	Board member

**Apologies**

Catherine Epps      Director, Medical Devices and Acting Director Corporate – Business Services

**Board Observers**

Rhiannon Braund	Board Observer, PTAC Deputy Chair
Robyn Manuel	Board Observer, CAC Chair

**Pharmac staff in attendance**

Brendan Boyle	Acting Chief Executive
Michael Johnson	Director, Strategy, Policy & Performance and Acting Director, Corporate - Financial Services
Geraldine MacGibbon	Director, Pharmaceuticals
Nicola Ngawati	Director, Equity & Engagement
David Hughes	Director, Advice and Assessment/CMO and Acting Director, Corporate – Analysis
Trevor Simpson	Kaituruki Maori - Director Maori
Jacqui Webber	Board Secretary (Minute taker)

Attendees joined the meeting to present relevant papers: Saar Cohen-Ronen.

**1. Directors Only time**

The Board held *Board Only* discussions, prior to formally commencing the meeting.

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### **Welcome and Opening of Meeting**

Following Directors only time, the Chair welcomed everyone and formally opened the meeting at 9.35am with a karakia.

## **2. Chair's Report**

### **2.1 Chair's Verbal Update**

The Chair provided an update on recent activities and thanked the staff for their recent work in a difficult space.

### **2.2 Minutes of Board meetings**

The Board **resolved** to **adopt** the minutes of the meetings held on 25 March 2025 and 16 April 2025, subject to minor amendments.

It was suggested that the wording in the March Minutes for 3.1 be adjusted – change the word 'business' to 'organisation'.

[REDACTED]

### **2.3 Interest Register**

The Board **noted** the interest register.

## **3. Key Items**

### **3.1 Draft 2025/26 Statement of Performance Expectations (SPE)**

This paper presented Pharmac's draft 2025/26 Statement of Performance Expectations (SPE). The Board was asked to consider the draft and provide any feedback, prior to a revised draft version being prepared for consideration by the Associate Minister of Health and other stakeholders.

Staff spoke to the paper and provided new board members with some background as to the approach to this document.

Not having the 2025/26 Letter of Expectations (LoE) has made it difficult to complete parts of the SPE as the LoE headlines the Minister's priorities. We don't expect to receive the LoE until end of May or early June, however, the final version of the SPE will take into account the contents of the LoE. Due to the delay in receiving the LoE, it is highly likely that we will need to schedule an out of cycle Board meeting in June, to sign off the final SPE document.

The Acting Chief Executive noted that he and the Director, Strategy, Policy & Performance, are scheduled to meet with the Minister's office on 15 May to discuss the LoE.

The Board and staff discussed the document at length and staff undertook to action Board comments/edits for the document.

The Board requested a paper for the May Board meeting on the average time it takes to publish PTAC minutes. They are interested in having a better understanding of what the current situation is and what the issues are.

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Overall, the SPE was well received by the Board.

The Board:

- **noted** that the 2025/26 annual Ministerial Letter of Expectations has not yet been received
- **noted** an early draft of the 2025/26 Statement of Performance Expectations was presented for discussion and feedback
- **noted** further development of initiatives, performance measures and financial information, will take place during May and June
- **noted** that the Crown Entities Act 2004 requires the draft Statement of Performance Expectations to be provided to the Associate Minister of Health by 1 May 2025, for comments and the final 2025/26 Statement of Performance Expectations is provided to Parliament by 1 July 2025.

### Actions:

1. Schedule an out of cycle meeting in mid-June for final sign off of SPE.
2. PTAC Minutes – timeliness of publishing. Paper to be taken to the May Board on risks and concerns on this.

### 3.2 2024/25 Quarter Three Performance Report

This paper provided the Quarter Three Performance Report for 2024/25. The report provided a summary of progress against our strategic intentions, initiatives and measures set out in our 2024/25 Statement of Performance Expectations (SPE) and the Letter of Expectations for 2024/25.

The Board suggested adding a note to acknowledge Sarah Fitt's resignation in the period covered.

The Board:

- **discussed** and **approved** the 2024/25 quarter three performance report
- **noted** that following Board approval of the quarterly performance report, it will be provided to the Associate Minister of Health.

## 4. Record of previous Committee meetings

### 4.1 Minutes of Finance, Audit & Risk Committee meeting

The Board **noted** and **endorsed** the minutes of the Finance, Audit & Risk Committee meeting held on 21 March 2025, subject to minor edits.

## 5. Governance Matters

### 5.1 Board and Committee Member Terms and Attendance Record

The Board:

- **noted** the Board and Committee member terms

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- **noted** the 2025 Meeting Attendance Register.

### **5.2 Board Correspondence**

The Board **noted** the correspondence sent / received for the prior month.

### **5.3 Board Actions**

The Board **noted** there were no new Board Actions.

### **5.4 Matters Arising**

The Board **noted** the Matters Arising schedule.

### **5.5 Board Annual Agenda for 2025**

The Board **noted** the Board Annual Agenda for 2025.

### **5.6 Glossary of Terms and Abbreviations**

The Board **noted** the Glossary of Terms and Abbreviations.

## **6. General Business**

### **6.2 2025/26 Letter of Expectations Update – verbal update**

Progress with the 2025/26 LoE was discussed during the course of the meeting.

### **6.3 Publicly funded medicines in private facilities – verbal update**

Cabinet has agreed in early April, that access to newly publicly funded cancer medicines is to be extended to patients who are receiving or are about to receive, treatment in a private facility for a period of time (referred to as transitional access). This will come into effect from 1 July 2025 for a period of 12 months. The driver from Ministers has been continuity of care. No additional funding is being provided. Funding will be met within the medicines budget baseline.

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We understand the Ministry will start engaging with private providers and insurance providers, this week. We will issue a minor consult next week to make a minor change to the pharmaceutical schedule.

Staff made it clear that Pharmac's role is to fund the medicine, not the operational implementation. We are very clear that it is only for new cancer medicines. Funding in private settings would only cover cancer medicines.

We will be working with the Ministry of Health to provide further advice in coming months to Minister Seymour, on options for all publicly funded cancer treatments being funded in private settings.

A paper will come to the May Board covering the background, highlighting possible issues and key messages.

**Action:** May Board paper covering background, highlighting possible issues and key messages.

### 6.4 **Update on societal impacts**

A paper has gone to the Minister, but we are still waiting on feedback.

### 6.5 **Exceptional circumstances framework** review which will cover NPPA applications – will be part of the reset programme.

The meeting closed at 11.05am with a karakia.

**Date of Next Meeting:** 27 May 2025

*Approved*

*27 May 2025*

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Paula Bennett, Chair

Date