

27 August 2020

John Luke

By email: fyi-request-13213-b4a6f65b@requests.fyi.org.nz  
Ref: H202004975

Dear John Luke

### **Response to your request for official information**

Thank you for your request under the Official Information Act 1982 (the Act) to the Ministry of Health (the Ministry) on 2 July 2020 for:

*"I noted on your website:*

*<https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups>*

*Page last updated: 27 January 2017*

*Given the page is last updated at 2017, may I kindly request you to confirm if these groups are still active and current to ensure transparency.*

*Also, I would like to request all the meeting minutes for each groups to date and can you please kindly upload all the relevant meeting minutes for each group, as most of it only shows the meeting minutes until 2017, there are no further information after 2017 been upload."*

On 30 July 2020, the due date for responding to your request was extended under section 15A of the Act as further collation, research and consultation was required.

A number of the groups listed are now inactive or no longer exist. Some of the active groups do not create meeting minutes, and while other may create meeting minutes, the Ministry does not hold all minutes from all active groups.

The information provided in response to your request is outlined in Appendix A and copies of the expert group meeting minutes from 2017 onwards are enclosed. I have noted in Appendix A against each group whether it is active, whether the information exists, whether the Ministry holds their meeting minutes and where the information is publicly available. Where documents are labelled as drafts, please note that these are in fact the finalised minutes.

Your request for the meeting minutes to be updated and published on the Ministry website does not constitute a request for official information in accordance with section 2 of the Act, however I thank you for the suggestion. You may be interested to know that material generated by the Ministry is often made available where the information is considered to be of public interest, and where there is no risk to the privacy of individuals. You can find this information on the *Information releases* page on the Ministry website: <https://www.health.govt.nz/about-ministry/information-releases>.

I trust this information fulfils your request. Under section 28(3) of the Act you have the right to ask the Ombudsman to review any decisions made under this request.

Please note that this response, with your personal details removed, may be published on the Ministry website.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Sarah Turner', written in a cursive style.

Sarah Turner  
**Deputy Director-General**  
**Office of the Director-General**

## Appendix A: List of Expert Group Meeting Minutes for release

Document #	Expert Group	Active/Inactive	Decision on release of meeting minutes
N/A	Healthcare Association Infections Governance Group	Active	The Ministry does not hold this information, as such your request for the meeting minutes of this group is refused under section 18(g) of the Act.
N/A	Cancer Consumer NZ	Inactive	This group is inactive.
1	COVID-19 Technical Advisory Group	Active	Released in full.
2	Digital Advisory Board	Inactive	This group ceased to exist at the end of 2018. Minutes from February 2017 to November 2018 are released in full.
3	Epilepsy Technical Advisory Group	Active	Released in full.
4	Haematology Working Group	Active	Released in full.
N/A	Health and Disability System Review	N/A	There are no meeting minutes for this review. For this reason, your request for this information is refused under section 18(e) of the Act, as the meeting minutes do not exist.  For your reference, the review is now completed, and copies of the interim and final reports are available at the following link: <a href="https://systemreview.health.govt.nz/">https://systemreview.health.govt.nz/</a> .
N/A	Health Informatics New Zealand (HiNZ)	Active	The Ministry does not hold the meeting minutes for this group. For this reason, your request for this information is refused under section 18(g) of the Act. HiNZ is a not-for-profit organisation, you may wish to request this information directly from HiNZ; however, please be advised that HiNZ is not subject to the Act, see <a href="#">link</a> .
5	Health Information Standards Organisation	Active	Released with some information withheld under section 9(2)(a) of the Act, to protect the privacy of natural persons.
N/A	Health Sector Architects Group	Active	There are no meeting minutes for this group. For this reason, your request for this information is refused under section 18(e) of the Act, as the meeting minutes do not exist.

Document #	Expert Group	Active/Inactive	Decision on release of meeting minutes
6	Health Sector Relationship Agreement Steering Group	Active	Released in full.
N/A	HL7 New Zealand	Active	The Ministry does not hold this information, as such your request for the meeting minutes of this group is refused under section 18(g) of the Act. Please be advised, this group is not-for-profit. You may wish to request this information directly from HL7; however, please be advised that HL7 New Zealand are not subject to the Act.
7	Medical Oncology Working Group	Active	Released with some information withheld under section 9(2)(j) of the Act, to enable a Minister of the Crown or any department or organisation holding the information to carry out, without prejudice or disadvantage, negotiations.
8	National Bowel Cancer Working Group	Active	Released in full.
N/A	National Information Clinical Leadership Group	Inactive	The Ministry does not hold the meeting minutes for this group. For this reason, your request for this information is refused under section 18(g) of the Act.
N/A	National Intestinal Failure (NIF) Service	Inactive	There are no meeting minutes for this service, as such your request is refused under section 18(e) of the Act, as the meeting minutes do not exist.
N/A	National Lung Cancer Working Group	Active	The Ministry does not hold this information, as such your request for the meeting minutes of this group is refused under section 18(g) of the Act. Please note, this group has been managed by the Ministry as of 1 July 2020.
N/A	National Pathology and Laboratory Round Table	Active	The meeting minutes for this group is publicly available on the Ministry website: <a href="https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-pathology-and-laboratory-round-table/national-pathology-and-laboratory-round-table-meeting-minutes">https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-pathology-and-laboratory-round-table/national-pathology-and-laboratory-round-table-meeting-minutes</a> . As such, your request for the meeting minutes is refused under section 18(d) of the Act.

Document #	Expert Group	Active/Inactive	Decision on release of meeting minutes
N/A	National Renal Advisory Board	Active	All the meeting minutes for this group is publicly available on the Ministry website: <a href="https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-renal-advisory-board/nrab-meeting-agendas-and-minutes">https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-renal-advisory-board/nrab-meeting-agendas-and-minutes</a> . For this reason, your request for the meeting minutes is refused under section 18(d) of the Act.
N/A	National Renal Transplant Service	Active	The meeting minutes for this group is publicly available on the Ministry website: <a href="https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-renal-transplant-service/nrts-meeting-minutes">https://www.health.govt.nz/about-ministry/leadership-ministry/expert-groups/national-renal-transplant-service/nrts-meeting-minutes</a> . As such, your request for this information is refused under section 18(d) of the Act.
9	National Urological Cancers Working Group	Inactive	Released in full.
10	National Youth Leadership Group	Active	Released in full. Please note, the first meeting for this group was held in April 2020.
N/A	New Zealand Health IT (NZHIT)	Active	The Ministry does not hold this information, as such your request for the meeting minutes of this group is refused under section 18(g) of the Act.
N/A	Patients First	Active	There are no meeting minutes for this group. For this reason, your request for this information is refused under section 18(e) of the Act, as the meeting minutes do not exist.  Please be advised, Patients First is a not-for-profit company contracted by the Ministry to provide technology services. As well as engagement with the primary care sector and software vendors on technology related items.
11	Psychoactive Substances Expert Advisory Committee (PSEAC)	Active	Released in full.
12	Radiation Oncology Working Group	Active	Released in full.
13	New Zealand Telehealth Forum	Active	Released in full.

<b>Document #</b>	<b>Expert Group</b>	<b>Active/Inactive</b>	<b>Decision on release of meeting minutes</b>
14	Well Child Tamariki Ora Review Advisory Rōpū	Active	Released in full. Please be advised, this group provides non-binding advice to the Ministry.