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21 October 2024

John Luke

By email: [fyi-request-28689-97e34791@requests.fyi.org.nz](mailto:fyi-request-28689-97e34791@requests.fyi.org.nz)

Ref: H2024053437

Tēnā koe John

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

Thank you for your request under the Official Information Act 1982 (the Act) which was transferred from the Office of the Minister of Health, Hon Dr Shane Reti to the Ministry of Health – Manatū Hauora (the Ministry) on 9 October 2024. Please find a response to each part of your request below.

*I noted, you have recently call for nomination for your Appointments to the Public Health Advisory Committee: <https://gazette.govt.nz/notice/id/2024-go5055>. May I ask how you called for public nomination and on what platform you have call for public nominations e.g. [govt.jobs](https://www.govt.jobs) website.*

The roles on the Public Health Advisory Committee (the Committee) were publicly advertised on the Ministry's Careers webpage and the New Zealand Government Jobs website from 20 May 2024 to 3 June 2024.

*how many applications you have received from the public and how many you have received from other nominating agencies such as TPK or Ministry of women etc for your role.*

The Ministry received 34 applications from the public. Nominations were also sought from the Hauora Māori Advisory Committee and caucus and coalition party leaders. One nomination was received from the ACT Party.

*How many you have shortlisted and how many you have interviewed. The bio you held for the appointed member.*

Six candidates were shortlisted. Of these, two were interviewed. The biographies of the two appointees can be found in Document 3.

*Also, may I also seek a copy of the ad went out to public and the appointment letter sent to the appointee, feel free to redact any personal information.*

The Ministry has identified two documents within scope of this part of your request. All documents are itemised in Appendix 1 and copies of the documents are enclosed. Where information is withheld under section 9 of the Act, I have considered the countervailing public interest in release in making this decision and consider that it does not outweigh the need to withhold at this time.

Two appointment letters were sent out and one of these is provided in Document 2. Any further details about the appointees can be found in the publicly available notice on the New Zealand Gazette: <https://gazette.govt.nz/notice/id/2024-go5055>

I trust this information fulfils your request. If you wish to discuss any aspect of your request with us, including this decision, please feel free to contact the OIA Services Team on: [oiagr@health.govt.nz](mailto:oiagr@health.govt.nz).

Under section 28(3) of the Act, you have the right to ask the Ombudsman to review any decisions made under this request. The Ombudsman may be contacted by email at: [info@ombudsman.parliament.nz](mailto:info@ombudsman.parliament.nz) or by calling 0800 802 602.

Please note that this response, with your personal details removed, may be published on the Manatū Hauora website at: [www.health.govt.nz/about-ministry/information-releases/responses-official-information-act-requests](http://www.health.govt.nz/about-ministry/information-releases/responses-official-information-act-requests).

Nāku noa, nā

A handwritten signature in blue ink, appearing to read 'Ross Bell', is positioned above the printed name and title.

Ross Bell  
**Group Manager, Strategy, Monitoring and Engagement**  
**Public Health Agency | Te Pou Hauora Tūmatanui**

### Appendix 1: List of documents for release

#	Date	Document details	Decision on release
1	20 May 2024	Advertisement for vacancies on the Public Health Advisory Committee (PHAC)	Released in full.
2	30 September 2024	Appointment to the Public Health Advisory Committee	Some information withheld under section 9(2)(a) of the Act, to protect the privacy of natural persons.
3	2024	Biographies of the Appointees to the Public Health Advisory Committee	Released in full.

## Advertisement for vacancies on the Public Health Advisory Committee (PHAC)

### Job Description

The Ministry of Health | Manatū Hauora (the Ministry) is seeking candidates who wish to be considered for appointment to the Public Health Advisory Committee (the PHAC).

### Kōrero mō te tūranga | About the role

The PHAC is an independent expert advisory committee established under section 93 of the [Pae Ora \(Healthy Futures Act\) 2022](#). The purpose of the PHAC is to provide the Minister of Health and health entities with independent, public-facing, science-based public health advice. It focuses on innovative and practical solutions, finding new ways of doing things to address the persistent inequities in health outcomes in Aotearoa. In performing its role it will provide advice informed by Māori and Pasifika communities, tikanga and kawa, and diverse cultural values.

The PHAC is expected to prioritise Te Tiriti o Waitangi led and equity-based approaches, including considering the factors underlying the health of people and communities. It uses evidence-based approaches and their understanding of the needs of those most affected by poor health outcomes to inform its advice.

Secretariat support for the PHAC is provided by the Public Health Agency (PHA), which is a business unit within the Ministry of Health. The PHA provides system leadership for public health and advises the Director-General on public health matters. The PHA plays a key role that contributes to the Ministry of Health as kaitiaki in ensuring the health and disability sector fulfils the special relationship between Māori and the Crown under Te Tiriti o Waitangi.

Further information on the Committee and its current membership can be found [here](#).

### Kōrero mōu | About you

Applications are sought from people with a strong community focus, who have the ability to think creatively to provide solutions that are not constrained by traditional health and disability sector professional boundaries.

In this instance, we are particularly looking to receive applications from candidates that can represent the perspectives of Pacific people.

Successful applicants will be able to demonstrate:

- experience in applying a population health approach
- experience in Public Health or a related field
- knowledge and understanding of the principles of Te Tiriti o Waitangi and Crown obligations
- knowledge of the role of the health and disability sector in achieving equity, and improving health outcomes for populations that experience inequity

We are looking to supplement the PHAC's current skills and expertise, which cover expertise in epidemiology, maternity care and public health medicine.

Further information on Committee expectations and membership expertise can be found in the [Terms of Reference](#).

The Ministry recognises that diversity enables our Boards and Committees to be high-performing, and is committed to delivering greater diversity to statutory boards and ensuring they represent the diversity in New Zealand's population, including gender, ethnicity, age and geographic location. We encourages people from all backgrounds, especially those who can reflect the needs, values, and beliefs of Māori, have an understanding and are committed to meeting obligations of Te Tiriti o Waitangi, to apply for these roles.

### **Me pēhea te tono | How to apply**

Applications must be made using the Ministry of Health online [Career centre](#) by close of business on [date to be inserted] and include:

- a completed declaration form [will be attached]
- a covering letter
- a current CV.

Due diligence checks will be undertaken for shortlisted applicants. Your personal information will be handled in accordance with the [Privacy Act 2020](#). The Ministry may also request that the New Zealand Security Intelligence Service conduct national security screening of you as part of the due diligence process.

The outcome of the recruitment process will be confirmed after it has been considered by Cabinet's Appointments and Honours Committee.

### **Ko wai mātou | Who are we**

See the [Ministry of Health | Manatū Hauora Board appointments webpage](#) for more information. If you have any questions, email [appointments@health.govt.nz](mailto:appointments@health.govt.nz).

We value diversity and are committed to working in an inclusive and respectful way. We welcome applicants from all walks of life and appreciate the richness of experience that your point of difference could bring to the role. Please contact us if there is any support we can provide to ensure the recruitment process is accessible to you.



Document 2

30 SEP 2024

Faumuina Professor Fa'afetai Sopoaga

S9(2)(a)

Tēnā koe Professor Sopoaga

## Appointment to the Public Health Advisory Committee

Thank you for your willingness to serve on the Public Health Advisory Committee (PHAC).

Following approval by Cabinet, I hereby appoint you as a member of the PHAC under section 93 of the Pae Ora (Healthy Futures) Act 2022 for a three-year term of office commencing on 7 October 2024 and ending on 6 October 2027.

A copy of the PHAC terms of reference, including the conditions of your appointment, are attached. Please ensure you familiarise yourself with these terms of reference, and with section 93 of the Pae Ora (Healthy Futures) Act 2022.

Please formally acknowledge your appointment by signing the attached memorandum, scanning and emailing it to [appointments@health.govt.nz](mailto:appointments@health.govt.nz).

Once you have acknowledged your appointment, the Ministry of Health will be in touch about next steps.

Thank you again and congratulations on your appointment.

Nāku noa, nā

Hon Dr Shane Reti  
Minister of Health

cc Rebecca O'Connell, PHAC Secretariat, PHAC, Ministry of Health  
S9(2)(a)

Statutory Appointments and Integrity Services, Ministry of Health  
[appointments@health.govt.nz](mailto:appointments@health.govt.nz)

**MEMORANDUM**

To: Stasha Mason  
Manager, Statutory Appointments and Integrity Services  
Ministry of Health  
PO Box 5013  
WELLINGTON 6145

Email: [appointments@health.govt.nz](mailto:appointments@health.govt.nz)

Subject: **Appointment to the Public Health Advisory Committee**

From: Faumuina Professor Fa'afetai Sopoaga

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1. I acknowledge my appointment as a member of the Public Health Advisory Committee for a three-year term of office commencing on 7 October 2024 and ending on 6 October 2027.
2. I have read, understand and accept the requirements of my appointment as outlined in the terms of reference.

Signed \_\_\_\_\_

Date \_\_\_\_\_

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### Appointee's biographies to the Public Health Advisory Committee (PHAC)

- **Faumuina Professor Fa'afetai Sopoaga** has over 30 years of experience as a medical doctor and over 20 years of experience as a public health medicine specialist. She currently serves as the Director at the Va'a o Tautai - Centre for Pacific Health and Professor at the Dunedin School of Medicine at the University of Otago. Professor Sopoaga was awarded the companion of New Zealand Order of Merit in 2022 for services to Pacific health and tertiary education. She led the establishment of the Va'a o Tautai - Centre for Pacific Health in 2018 to support the development of Pacific research and capacity building. Professor Sopoaga has been engaged with various Pacific community and health organisations across New Zealand, such as the Pacific Trust Otago (Dunedin), Etu Pasifika (Christchurch), Pacific Islands Advisory & Cultural Trust (Invercargill), Whānau Ora/Pasifika Future, West Fono Trust (Auckland). Her recent research projects focus on development of Pacific students in higher education and health sciences. Her areas of research include Pacific mental health and wellbeing, Pacific health workforce and capacity building, Pacific health medical curriculum.
- **Dr Caroline McElnay** has over 30 years' experience as a medical doctor and as a public health medicine specialist. She currently works as a private consultant and was the Director of Public Health at the Ministry of Health from 2017 to 2022. Dr McElnay is currently Chair of the Assessment Panel and Member of the Education and Training Committee at the New Zealand College of Public Health Medicine. She is also a Board member of Living Streets Aotearoa. She was previously President of the New Zealand College of Public Health Medicine and the Director of Population Health, Health Equity Champion, and Clinical Director of Population Health at Hawke's Bay District Health Board. Dr McElnay was awarded the Queen's Service Order in 2023 for her services to public health.

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