

Agenda

Annual General Meeting of the
Melanoma Network of New Zealand Incorporated

7.30 pm Tuesday 28 November 2023
via Zoom videoconference

<https://us02web.zoom.us/j/4453635635>

1. Welcome, apologies and proxies
2. Draft minutes of 4 November 2022 Annual General Meeting
3. Report of the Executive Committee Co-Chairs
4. Statement of receipts and payments for the 2022 Financial Year (Jan – Dec)
5. Remits
 - a. Proposed changes to rules
 - b. Resolution that Gary Duncan and Richard Martin be eligible for re-election
6. Election of Executive Committee
7. Discussion document: Non-melanoma skin cancer
8. General discussion
9. Acknowledgements and closing

Objectives of the Melanoma Network of New Zealand Incorporated

- To facilitate communication and collaboration between professionals with a commitment to reducing the incidence and impact of melanoma in New Zealand.
- To promote education and the advancement of best practice among professionals working in melanoma.

**Draft Minutes of the Annual General Meeting of the
Melanoma Network of New Zealand Incorporated (MelNet)
Zoom videoconference
12.30 – 1.00 pm Friday 4 November 2022**

Members Present:

Gary Duncan (Meeting Chair), Chris Boberg, Jody Jordan, Mike Eccles, Daria Kelly, Sandra Fitzgerald, Hazel Potterton, Megan Chapman, Bronwen McNoe, Amanda Oakley, Andrew MacGill, Cherie Blenkiron, Gill Rolfe, Annie Wong, Leah Jones, Marion Peat, Katrina Patterson (CEO and minute taker)

Apologies:

Richard Martin, Abbie Cameron

1. Welcome, apologies and proxies

Gary Duncan, Co-Chair of the Executive Committee, welcomed those present to the Annual General Meeting of MelNet. Apologies were noted. There were no proxies.

2. Draft minutes of 10 September 2021 Annual General Meeting

The draft minutes of the 10 September 2021 meeting were approved. (Moved: Gary Duncan, seconded: Chris Boberg, Approved: All). There were no matters arising.

3. Report of the Executive Committee Chair

Gary Duncan, Meeting Chair, spoke to the circulated report of the Executive Committee Chair, noting:

- The 2022 New Zealand Melanoma Summit was held as a successful virtual meeting in February. Feedback was positive.
- The Quality Statements to Guide Melanoma Diagnosis and Treatment in New Zealand were officially launched at the 2022 Summit. The document has since been reviewed and an updated version released. The Meeting Chair thanked Richard Martin for chairing the National Melanoma Working Group (NMWG) over many years and welcomed Susan Seifried as the new NMWG Chair.
- The NZ Skin Cancer Primary Prevention and Early Detection Strategy 2017 - 2022 is due for review. All those in the sector feel this activity should be promoted but there is no funding and little Government support for it. Historically MelNet has been funded by the HPA to coordinate this work as part of the contract for services, however this contract ceased on 1 July 2021. Led by MelNet, the Steering Group are doing their best to progress an updated version and are endeavouring to contact health authorities to clarify whose responsibility this work is.
- MelNet's financial future remains unclear, with remaining resources projected to continue activities for approximately 12 months. The MelNet Executive are liaising with Melanoma NZ about a possible partnership. Melanoma NZ put forward a proposal to absorb MelNet into their existing structure, which MelNet countered with a proposal for a contract-for-services. Partnership options are still being discussed, however, if a way forward cannot be agreed or an alternative source of funding identified, MelNet's activities will cease. The Meeting Chair implored the membership to contribute ideas on how to raise funds.

The report presented was approved (Moved: Gary Duncan, Seconded: Jody Jordan, Approved: All).

4. Statement of Accounts

The statement of accounts for the period 1 January 2021 to 31 December 2021 was presented.

The accounts presented were approved. (Moved: Gary Duncan, Seconded: Jody Jordan, Approved: All).

5. Remits

The Meeting Chair spoke to the circulated remit requesting that the maximum number of Executive Committee members be increased from 10 to 15, noting that this would incur no cost to the organisation.

The remit was accepted (Moved: Gary Duncan, Seconded: Chris Boberg, Approved: All)

6. Election of Executive Committee

The Meeting Chair spoke to the circulated document *Introducing the MelNet Executive Committee Members and Candidates for 2022/2023*. As outlined, members are elected for a two-year term; those to serve the second year of their term without requiring election were Bronwen McNoe, Gary Duncan, Richard Martin, Jeremy Simcock and Jody Jordan.

The Meeting Chair explained that seven candidates had been nominated for election by 5.00 pm on 21 October (the deadline required by the Rules and advised to MelNet members via e-messages in September and October). Those nominated were Susan Seifried, Richard Massey, Megan Chapman, Hazel Potterton, Chris Boberg, Annie Wong and Amanda Oakley.

All seven candidates were approved. (Moved: Gary Duncan, Seconded: Chris Boberg, Approved: All).

7. General Discussion

Annie Wong advised that NZ Society for Oncology (NZSO) was helping to coordinate cancer special interest groups and may be a source of administrative support for MelNet's Melanoma Research and Therapy Special Interest Group. An action was taken for Annie Wong to put Katrina Patterson in touch with the relevant NZSO contact.

8. Acknowledgements and Closing

The Meeting Chair acknowledged the contribution of the Executive Committee members over the past year, in particular Chris Boberg as Summit Convenor and thanked the operational team for their continued efforts. He reiterated his thanks to Richard Martin, Susan Seifried and the National Melanoma Working Group for the time and expertise they have volunteered to the Quality Statements. Finally, he thanked members for attending as well as the wider membership for their continued passion and dedication.

Katrina Patterson thanked Gary and Chris as Co-Chairs of the Committee.

The meeting closed at 1.00 pm.

Report of the Executive Committee Chair to the Annual General Meeting of the Melanoma Network of New Zealand Incorporated

1 November 2023

MelNet was established in 2008 when over 230 delegates at the inaugural Melanoma Summit unanimously agreed to form a network linking all health professionals working in melanoma. In 2011, MelNet was formally established as an incorporated society with charitable status.

MelNet exists to facilitate communication and collaboration between skin cancer professionals and promote education and the advancement of best practice to reduce the incidence and impact of melanoma in New Zealand.

This report details activities undertaken by MelNet in 2023 that support these objectives.

Championing best practice melanoma care through the Quality Statements

2023 saw the release of the third edition of the *Quality Statements to Guide Melanoma Diagnosis and Treatment in New Zealand*. We are grateful to members of the Melanoma Working Group who devoted their time to ensuring the document continues to reflect latest research and best practice. We must also thank those in the sector for their considered feedback and ongoing support.

During the review process, MelNet met with representatives from the Cancer Control Agency to ensure continuing alignment between the *Quality Statements* and their work programme. Disappointingly, MelNet was advised that the Agency would be withdrawing its endorsement of the *Quality Statements*. MelNet is meeting with Agency leaders this month to understand the rationale behind this decision and agree on a way forward.

The next review of the Quality Statements will take place in 2025.

Building the capability of our health workforce

A big focus this year has been delivering education, and through MelNet-hosted events, we have helped to build the knowledge and skills of nearly 500 health professionals. 2023 has also seen MelNet expand the scope of its educational activities to include non-melanoma skin cancer, a change that has been welcomed by the sector so far. The MelNet Executive Committee would like to thank all those who have been involved in and supported these events. Feedback has been overwhelmingly positive. This is a testament to the speakers who have so generously given their time and expertise, the patients who have bravely shared their stories, the sponsors whose support has made these events possible and our hardworking operational team whose attention to detail ensures everything runs smoothly.

Dermoscopy training

Throughout the year, MelNet has hosted three dermoscopy training courses for health professionals involved in the opportunistic discovery of melanoma and non-melanoma skin cancer. All courses aimed to increase the ability to recognise typical benign and malignant skin lesions. Two were delivered online, and the third was run in conjunction with the Goodfellow Symposium.

The MelNet Executive Committee is indebted to Amanda Oakley, who has put countless hours into planning and delivering this programme, which has also been a vital source of income for the organisation.

Skin Cancer in the Elderly online course

For the first time, MelNet delivered a course focused solely on skin cancer in older adults. This half-day online course was inspired by a primary care service provider to residential care facilities, who highlighted an opportunity for staff in these settings to upskill in the detection and management of skin cancers of patients in their care. The programme included a range of multi-disciplinary voices, and embedded knowledge through case studies and discussion.

Skin Cancer Study Day for Nurses

Once again MelNet collaborated with Auckland Cancer Nurse Coordinators/Clinical Nurse Specialists to host a Skin Cancer Study Day for Nurses. This event keeps growing year-on-year, and we were surprised at the number of nurses who traveled from around the country to Middlemore to attend this year. The programme covered skin cancer prevention, early detection, treatment and care, highlighting the critical role of the nurse at each stage.

Non-Melanoma Skin Cancer seminar

Another first for MelNet in 2023 was a collaboration with NZ Skin Cancer Doctors to host a one-day seminar focused on non-melanoma skin cancer. Held in Auckland, this course was targeted at primary care practitioners, and overviewed the prevention, diagnosis and management of non-melanoma skin cancers. It also marked the formal launch of clinical guidelines for the management of squamous cell carcinoma and basal cell carcinoma that were developed by NZ Skin Cancer Doctors. Our first major in-person event for some time, it was great to finally reconnect with colleagues across the country, and we are incredibly grateful for the generosity of La Roche-Posay whose support made this event such a success.

Building the connectivity of those working in melanoma

Melanoma Research and Therapy Special Interest Group

Established in 2017, the Melanoma Research and Therapy Special Interest Group is a national and inclusive multi-disciplinary group of melanoma health professionals and researchers. This year saw the formation of another new partnership, with the group becoming affiliated with the New Zealand Society of Oncology (NZSO). One meeting was held this year in conjunction with the NZSO conference where we were fortunate enough to have Associate Professor Alex van Akkooi, an internationally regarded surgical oncologist at the Melanoma Institute of Australia present. With 21 attendees, the agenda focused on adjuvant and neo-adjuvant therapy and contemporary melanoma surgery, and New Zealand research on real-world outcomes of immunotherapy for melanoma brain metastases.

This group has continued to gain momentum and this year's in-person meeting was a chance to foster cross-discipline discussion, influence some of the melanoma research happening around the country, and make invaluable connections with policy-makers and between translational researchers. We are grateful to NZSO for affording us this opportunity.

MelNet website and newsletter

As with previous years, MelNet has strived to build health professional's knowledge, awareness and understanding by providing up-to-date information, research and resources through our website and newsletter.

Advocacy

MelNet's advocacy efforts have been focused on two key areas this year.

Our work to improve funding and resources for pathology services has continued. Throughout the year we have met regularly with representatives from Health NZ – Auckland to discuss actions being taken to improve the delivery of their skin pathology service. We understand a short-term recovery plan is in place to get turnaround times back to baseline levels, and a medium-term business case has been put forward for approval by Health NZ leaders. A long-term business case is in development, and we have been assured that MelNet will be involved throughout this process. We will share more details with members when available. We are endeavoring to meet with Health NZ officials who oversee pathology services for the country to discuss their plans to futureproof the service at a national level, and we have reached out to partner agencies to encourage them to join us in seeking action in this area.

Our second area of focus has been working with the sector to advocate for greater investment in skin cancer prevention and early detection. In February representatives from MelNet, Cancer Society, Melanoma NZ and Cosmetics New Zealand met with the National Director of the National Public Health Service to better understand the Government's intentions in relation to skin cancer prevention

and early detection and obtain a commitment to the New Zealand Skin Cancer Primary Prevention and Early Detection Strategy. At this meeting it was acknowledged that skin cancer has been a health gap for some time and it was agreed that the National Public Health Service, with support from the sector, would develop a business case to be put forward as part of a wider budget bid to secure funding for a skin cancer prevention programme. While we were encouraged by the honest and constructive discussion, we have been disappointed with the little progress made to date on these agreed actions. This remains on our radar.

This year, we have also made submissions to Pharmac for funding of BRAF and MEK inhibitors for advanced melanoma patients, and to ACC to include melanoma and non-melanoma skin cancer in the list of occupational diseases under the Accident Compensation Act 2001.

Looking forward - the future of MelNet

MelNet is still without a reliable income source, and this year the Executive Committee focused on exploring a formal partnership with Melanoma New Zealand. Over the years, there have been discussions between our organisations about how we might formally structure our activities in relation to each other, however we have remained independent. With a shared vision and a genuine commitment to a strong working relationship, a formal partnership seemed like a natural solution to achieve operational efficiencies and best support melanoma patients and health professionals. However, the two organisations were unable to settle on the key principles underpinning a mutual union, so after a considerable amount of time and effort, the decision was made to bring these discussions to a close. There remains goodwill and strong agreement by both organisations to continue working collaboratively.

This year we budgeted for a deficit of \$54k, an amount that would eat considerably into the organisation's cash reserves. The success of our events has meant this deficit is now likely to be much smaller, and while our bank account is looking healthier than expected at this stage of the year, our future remains at risk.

Next year we will be reducing the scale of our activities to focus more of our resources on securing funding that can help sustain our organisation now and grow it into the future.

We understand there is considerable interest within the community for a New Zealand Melanoma Summit. While we had hoped to be able to deliver the next Summit in 2024, our financial position means we are unable to resource and underwrite an event of this size. We acknowledge the importance of bringing together the New Zealand melanoma community and will be working to deliver a multi-disciplinary melanoma meeting on smaller scale as part of our work plan next year.

Acknowledgments

2023 has been a year of strengthening existing partnerships and beginning to cultivate new ones.

We are incredibly grateful for our partners who have supported our initiatives this year – MSD, La-Roche Posay, Goodfellow, Heine, Esteem Healthcare and Capes Medical. We would also like to acknowledge Health Box and our other generous donors who have been supporting our organisation over the course of the year. It is with this support that we can deliver what we do.

We would like to thank members of the Executive Committee for the commitment, skill and guidance they have brought to the organisation this year, and our operational team of Katrina Patterson and Marion Peat. None of our achievements this year would have been possible without the hard work of our dedicated team.

Finally, to our members. Thank you for your unwavering commitment to reducing the incidence and impact of skin cancer in New Zealand. We look forward to the opportunity to support you again next year.

Gary Duncan and Chris Boberg
Co-Chairs, Executive Committee
Melanoma Network of New Zealand Inc

Melanoma Network of New Zealand Incorporated

Statement of Receipts and Payments

For the year ended:

31 December 2022

	Notes	Actual This Year \$	Actual Last Year \$
Operating Receipts			
Donations, fundraising and other similar receipts		24,695	3,106
Receipts from providing goods or services	2.1	107,026	211,309
Refund of payments for goods or services (Summit)	2.3	(22,180)	(27,515)
Other operating receipts		91	3,046
Total Operating Receipts		109,632	189,946
Operating Payments			
Payments related to public fundraising		-	-
Volunteer and employee related payments	3.1	73,748	71,375
Payments related to providing goods or services	3.2	81,613	31,956
Grants and donations paid		-	-
Other operating payments		275	587
Total Operating Payments		155,636	103,918
Operating Surplus or (Deficit)		(46,004)	86,028
Capital Receipts			
Receipts from the sale of resources		-	-
Receipts from borrowings		-	-
Capital Payments			
Purchase of resources		-	-
Repayments of borrowings		-	-
Increase or (decrease) in bank accounts and cash		(46,004)	86,028
Bank accounts and cash at the beginning of the financial year		172,018	85,990
Total bank accounts and cash at the end of the financial year		126,014	172,018
Represented by:			
Bank account(s)		126,014	172,018
Term deposit(s)		-	-
Cash (including petty cash)		-	-
Total Bank Accounts and Cash at the End of the Financial Year		126,014	172,018

This performance report has been approved by the Executive Committee, for and on behalf of the Melanoma Network of New Zealand Incorporated:

Date 14/02/2023 14/02/2023

Signature _____

Name Gary Duncan Chris Boberg

Position Co-Chairs, MelNet Executive Committee

Melanoma Network of New Zealand Incorporated

Statement of Resources and Commitments

As at
31 December 2022

SCHEDULE OF RESOURCES		
	This Year	Last Year
	\$126,014	\$172,018
Bank Accounts and Cash (from Statement of Receipts and Payments)	126,014	172,018
Money Held on Behalf of Others	-	-
Money Owed to the Entity	-	-
Other resources	-	-
SCHEDULE OF COMMITMENTS		
	This Year	Last Year
	\$0	\$0
Money Payable by the Entity	-	-
Other Commitments	-	-
Guarantees	-	-
SCHEDULE OF OTHER INFORMATION		
	This Year	Last Year
	\$0	\$0
Grants or donations with conditions attached	-	-
Resources used as security for borrowings	-	-
Other resources	-	-

Melanoma Network of New Zealand Incorporated

Notes to the Performance Report

For the year ended
31 December 2022

Note 1: Accounting Policies

Basis of Preparation

Melanoma Network of New Zealand is permitted to apply PBE SFR-C (NFP) Public Benefit Entity Simple Format Reporting – Cash (Not-For-Profit) and has elected to do so. All transactions are reported in the Statement of Receipts and Payments and related Notes to the Performance Report on a cash basis.

Goods and Services Tax (GST)

Melanoma Network of New Zealand Incorporated is registered for GST. Amounts recorded in the Performance Report are GST exclusive. GST owing or GST refunds due as at balance date are shown in the Statement of Resources and Commitments.

Note 2: Operating Receipts

Receipt Item	Analysis	This Year \$	Last Year \$
2.1 Receipts from providing goods or services	HPA contract Due to a change in HPA's strategic direction and a significant down-sizing of the HPA skin cancer programme, this contract for services ceased on 30 June 2021. The loss of this contract was not a reflection of MelNet's performance.	-	30,621
	Skin Cancer Study Day for Nurses No Study Days were held in 2022 due to COVID-19 (2021: 1 course - Auckland, 134 attendees).	-	9,438
	Educational webinars for health professionals Sponsorship and registration for online education programme (Quality Statements webinar series and online dermoscopy course). No webinars were held in 2021 as resources were being channelled into planning the New Zealand Melanoma Summit	33,281	-
	Goodellow Skin Lesion and Dermoscopy course Registration fees from Goodellow Skin Lesion and Dermoscopy course (125 attendees. 2021: no course due to COVID-19)	22,773	-
	New Zealand Melanoma Summit Sponsorship and registrations for the New Zealand Melanoma Summit. This event is held every 2 - 3 years. Originally intended to be held in Auckland on 10 - 11 September 2021, the conference was postponed and converted to a virtual event (on 12 - 13 February 2022) as a result of COVID-19.	50,972	171,250
2.2 Refund of payments for goods or services	Refunds for New Zealand Melanoma Summit Refunds issued on request to sponsors and delegates of the New Zealand Melanoma Summit following announcement of event postponement/conversion to virtual event as a result of COVID-19.	(22,180)	(27,515)

Note 3: Operating Payments

Payment Item	Analysis	This Year \$	Last Year \$
3.1 Volunteer and employee related payments	Contract fee for Chief Executive	48,969	42,500
	Contract fee for Coordinator	24,779	28,875
3.2 Payments related to providing goods or services	Website Website fixes, domain name renewals and web hosting subscriptions.	816	1,740
	Skin Cancer Study Day for Nurses No Study Days were held in 2022 (as noted in 2.1)	-	2,446
	Educational webinars for health professionals Licences, presenter fees and CME costs associated with running webinar series and online course.	13,480	-
	New Zealand Melanoma Summit Event management, media, promotion and sundry costs associated with planning this event. Inclusive of credit notes received from suppliers as a result of having to convert the Summit to a virtual event - this included payments made relating to travel and equipment hire (-\$4104).	67,317	27,770

Note 4: Correction of errors

No errors were corrected in the Performance Report.

Note 5: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last Year - Nil)

Note 6: Events After the Balance Date

There were no events that have occurred after the balance date that would have a significant impact on the Performance Report. (Last Year - Nil)

Proposed Change to Rules of the Melanoma Network of New Zealand Incorporated

Remit to AGM

Background

On 5 October 2023, the Incorporated Societies Act 2022 came into force. Societies incorporated under the Incorporated Societies Act 1908 (such as MelNet) are required to re-register under the 2022 Act before April 2026 if they wish to remain as an incorporated society.

A summary of the key changes can be found [here](#).

Options

1. MelNet re-registers under the Incorporated Societies Act 2022 and continues operating as normal
To re-register, MelNet will need to update its Constitution to comply with the new Act.
2. MelNet does nothing
By taking no action, MelNet will cease to exist as an incorporated society after 5 April 2026.
3. MelNet applies to be dissolved as an incorporated society

Proposal

Remit 1:

That the membership agree to:

1. Re-register MelNet under the Incorporated Societies Act 2022.
2. Amend the Rules for MelNet as outlined in Section A (below) and marked up rules (attached)
3. Amend the operating procedures for MelNet as outline in Section B below

SECTION A: Amendments to the Rules of the Melanoma Network of New Zealand Incorporated

Note: This table is intended as a summary only. For full details, please refer to the marked-up version of the Rules.

Section	Amendment
Title page and throughout	Reference to 'Rules' changed to 'Constitution'
Section 2.1 - Definitions	
Act	Updated from Incorporated Societies Act 1908 to 2022
Constitution	Added
Officer	Added
Rules	Removed - replaced with Constitution
Section 3 – Registered Office	
	New clause that requires a contact person
Section 5.1 – Application for membership	
(d) (iii)	New clause that written consent is required when applying for membership
Section 5.3 – Register of members	
(a) (ii)	Address amended to contact details- specifying these as physical and electronic address and telephone number
(b)	New clause that minimum number of members required by the Act will be maintained
(c)	New clause that Membership Coordinator will update register after becoming aware of changes to information
Section 5.4 – Obligations and rights of members	
(c)	New clause that Members shall advise Membership Coordinator of changes to contact details
Section 6.1 – Annual General Meeting	
(a)	AGM date changed from 'in each calendar year' to 'no later than six months after the end of the financial year'
Section 6.5 – Business of Annual General Meeting	
(f)	New requirement that disclosures of conflicts of interest made by Officers during the year to be presented at AGM
7 – General Meetings	
7.6	New clause that meeting report from general meeting made available to members
9.1 Membership of the Executive Committee	
(b)	New clause that members of the Executive must consent in writing to being an officer and certify they aren't disqualified from being elected

Section 11.8 – Conflicts of interest	
(a)	New clause that Executive or sub-Committee members must disclose potential conflicts of interest upon appointment
Section 13.1 – Financial records	
(b)	Member or employee of MelNet changed to Officer
Section 14.1 – Resolution of Members	
(c)	New clause that when an amendment is approved it shall be notified to the Registrar and Charities Services
Section 16 – Signing of documents and common seal	
(a) and (c)	Reference to common seal removed as no longer required
Section 17 – Dispute resolution	
	New section on dispute resolution added

SECTION B: Changes to operating procedures

- i. Upon election each person on the Committee members will need to complete a form that gives written consent to be an officer and certify they do not meet any of the criteria that disqualifies them from being an officer.
- ii. Upon election, Committee members will need to advise of potential conflicts of interests which will be documented in a register maintained by the MelNet CEO.
- iii. This register will be reviewed annually and presented as part of the AGM from 2024 onwards.
- iv. From 2024, the AGM will need to be held and performance reports submitted before 30 June.

Resolution for retiring Committee members to serve a further term

Remit to AGM

Background

The Rules of MelNet state that

“A retiring Executive Committee Member is eligible for immediate re-election but will not be eligible for more than three (3) full successive terms of two (2) years except where it has been resolved by the Executive Committee or at the Annual General Meeting that a further term or terms may be served by a retiring Executive Committee Member”

Gary Duncan was first appointed to the MelNet Executive Committee at the inaugural general meeting in 2012. Richard Martin was first appointed at the Annual General Meeting in 2013.

Both have expressed an interest in continuing with the Committee, submitting nominations to be elected at the 2023 AGM.

Proposal

Remit B:

That a Resolution be passed for Gary Duncan and Richard Martin to be eligible for re-election to the 2023/24 Executive Committee

Introducing the MelNet Executive Committee Members and Candidates for 2023/24

According to the Rules of the Melanoma Network of New Zealand Incorporated:

- The Executive Committee shall comprise at least 8 and no more than 15 members *“elected from amongst the Members, provided that consideration should be given to the occupations of the Members at clause 9.1 to ensure their occupations span the melanoma control continuum (prevention, diagnosis, treatment, care and research) and represent a range of disciplines”*.
- *“A retiring Executive Committee Member is eligible for immediate re-election but will not be eligible for more than 3 successive terms of 2 years except where it has been resolved by the Executive Committee or at the AGM that a further term or terms may be served by a retiring Executive Committee Member.”*

At the Annual General Meeting on 28 November 2023, members will be asked to support a maximum of nine candidates. Six committee members will be serving the second year of their two-year term.

Candidates for election

Abbie Cameron

Abbie is an experienced senior nurse with a strong background in skin cancer. She has completed advanced training in dermoscopy as well as a postgraduate certificate in nursing leadership and management. She has previously served as the nurse representative on the MelNet Executive Committee and National Melanoma Working Group. She is passionate about improving health outcomes for people with melanoma and skin cancer in New Zealand, and firmly believes in the benefit of early detection and treatment.

Dr Bronwen McNoe

Bronwen is co-director of the Social and Behavioural Research Unit and leads the skin cancer prevention component of the Research Collaboration between the University of Otago and the Cancer Society. She has more than 30 years of experience in public health research particularly focusing on primary prevention of skin cancer and occupational injury.

Mr Gary Duncan

Gary is a plastic surgeon with a special interest in skin cancer. For many years Gary has recognised the need for national leadership in melanoma control in New Zealand and for national meetings of health professionals. He was instrumental in the establishment of MelNet and in the planning of the six Melanoma Summits to date. Gary has been both the Co-Chair and Chair of the MelNet Committee since its inception. He is keen to ensure the future of MelNet and to progress the organisation to become the recognised leader in facilitating coordination and collaboration among health professionals, as well as promoting the advancement of best practice in melanoma prevention, diagnosis, treatment and care in New Zealand.

Dr Jody Jordan

Jody is a Medical Oncologist who has practiced in Hawkes Bay for the last ten years. Originally from the USA, she completed her Medical Oncology Fellowship at Georgetown University in Washington DC. Prior to moving to New Zealand, she was a partner in Hematology Oncology Associates, a private practice group in Albuquerque, New Mexico. She is a general oncologist with an interest in melanoma and gynae oncology.

Mr Richard Martin

Richard is a Cutaneous Surgical Oncologist in the multidisciplinary New Zealand Melanoma Unit team at Te Whatu Ora Waitemata, Auckland. Trained at the Sydney Melanoma Unit, he is also a member of the Board of Trustees of Melanoma New Zealand, an Executive Member of Melanoma and Skin Cancer Trials (MASC Trials) and immediate past Chair of the New Zealand Melanoma Quality Statements Working Group.

Committee members to serve a second year

- **Adjunct Associate Professor Amanda Oakley** (Dermatologist, Hamilton)
- **Dr Annie Wong** (Medical Oncologist and Researcher, Wellington)
- **Dr Chris Boberg** (General Practitioner with a special interest in skin cancer, Auckland)
- **Dr Richard Massey** (Pathologist, Tauranga)
- **Dr Susan Seifried** (General Surgeon and National Melanoma Working Group chair, Nelson)
- **Megan Chapman** (Independent - Primary Prevention, Wellington)

Discussion paper

Inclusion of Non-Melanoma Skin Cancer in MelNet's scope of work

Purpose

This paper aims to facilitate a discussion of the membership on formally expanding MelNet's scope to include non-melanoma skin cancer.

MelNet's current scope

As documented in our Strategic Plan, MelNet's mission is to lead a cohesive approach to reduce the number of people who develop melanoma and help ensure those with melanoma receive the best care.

We do this by:

1. Advocating for improved melanoma primary prevention, early detection, diagnosis, treatment and research
2. Developing the capability and connectivity of health professionals working in melanoma
3. Being the authoritative voice of health professionals working in melanoma

Opportunity to expand our scope to include non-melanoma skin cancer

The burden of non-melanoma skin cancer on our country is enormous. Each year an estimated 90,000 New Zealanders are diagnosed with one or more non-melanoma skin cancers, with healthcare costs estimated to be around \$129.4 million. Mortality rates of non-melanoma skin cancer are also increasing over time. In 2018, 204 people died from non-melanoma skin cancer in New Zealand – that is approximately 40% of all skin cancer-related deaths.

It is clear there is a need to address this growing issue in New Zealand. The Executive Committee feels there is opportunity for MelNet to better develop the capability and connectivity of health professionals, and more strongly advocate for improved prevention, early detection, diagnosis, treatment and research if the organisation's scope covers all types of skin cancer, not just melanoma.

During 2023, the MelNet Executive Committee expanded its educational activities to also include two non-melanoma skin cancer-focused events. While this was a departure from our current scope, interest in and feedback on these events was overwhelmingly positive, indicating they were well received by the medical community. They also provided an opportunity for improved collaboration with organisations such as New Zealand Skin Cancer Doctors, who are working to develop best practice clinical guidelines for non-melanoma skin cancer and helped strengthen partnerships with sponsors such as L'Oreal who are actively working in this space.

Next steps

Should the membership feel favourably about expanding MelNet's scope to include non-melanoma skin cancer, the next steps would be to formally amend the objects in MelNet's constitution to cover 'skin cancer' rather than 'melanoma'. This would need to be done at an AGM or Special General Meeting.

Once this amendment is enacted, the MelNet Executive Committee appointed by the membership would be responsible for reviewing and updating MelNet's current strategic plan to align with this change in scope.