

# MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the MidCentral District Health Board meeting held on 20 May 2014 at 10.05am at Feilding Civic Centre, Concert Chamber, 84 Aorangi Street, Feilding

## PRESENT

Phil Sunderland (Chair)  
Diane Anderson  
Adrian Broad  
Lindsay Burnell  
Barbara Cameron  
Ann Chapman

Kate Joblin  
Nadarajah Manoharan  
Karen Naylor  
Richard Orzecki  
Barbara Robson

*Unconfirmed Minutes*

## IN ATTENDANCE

Murray Georgel, Chief Executive Officer  
Mike Grant, General Manager, Planning & Support  
Jill Matthews, Principal Administration Officer  
Jeff Small, Group Manager, Commercial Support Services  
Lyn Horgan, Operations Director, Hospital Services  
Nicholas Glubb, Operations Director, Specialist Community & Regional Services  
Dennis Geddis, Communications Officer

Public (4)  
Media (1)

### 1. APOLOGIES

There were no apologies.

### 2. LATE ITEMS

There were no late items.

### 3. CONFLICT AND/OR REGISTER OF INTERESTS UPDATE

#### 3.1 Amendments to the Register of Interests

Karen Naylor advised of her husband's likely candidacy for the National Party.

#### 3.2 Declaration of Conflicts in Relation to Today's Business

Richard Orzecki declared his interest as Chair, Manawhenua Hauora.

### 4. PUBLIC FORUM

A member of the public spoke regarding difficulties experienced following discharge from hospital, including links with the district nursing service, provision of supplies and information. The gentleman did not wish to make a formal complaint but wanted the Board to be aware of

42

the issues he faced. A member of the management team undertook to meet with the gentleman concerned and his wife regarding their experience.

Lyn Horgan left the meeting.

## **5. MINUTES OF PREVIOUS MEETING**

### **5.1 Minutes**

It was resolved:

*that the minutes of the previous meeting held on 8 April 2014 be confirmed as a true and correct record.*

### **5.2 Matters Arising from the Minutes**

There were no matters arising from the minutes.

## **6. BOARD COMMITTEES**

### **6.1 Hospital Audit Sub-Committee**

It was resolved:

*that the unconfirmed minutes of the meeting of the Hospital Audit Sub-Committee held on 8 April 2014 be received and the recommendations contained therein approved.*

### **6.2 Matters Arising**

The Chair, Enable New Zealand Governance Group requested a copy of the terms of reference for the review associated with Enable New Zealand.

### **6.3 Hospital Advisory Committee**

It was resolved:

*that the unconfirmed minutes of the meeting of the Hospital Advisory Committee held on 29 April 2014 be received and the recommendations contained therein approved.*

### **6.4 Matters Arising**

There were no matters arising from the minutes.

### **6.5 Community & Public Health Advisory Committee**

It was resolved:

*that the unconfirmed minutes of the meeting of the Community & Public Health Advisory Committee held on 29 April 2014 be received and the recommendations contained therein approved.*

### **6.6 Matters Arising**

There were no matters arising from the minutes.

## 6.7 Enable New Zealand Governance Group

It was resolved:

*that the unconfirmed minutes of the meeting of the Enable New Zealand Governance Group held on 29 April 2014 be received and the recommendations contained therein approved.*

## 6.8 Matters Arising

There were no matters arising from the minutes.

## 7. WORK PROGRAMME

A member questioned how the regional priorities identified at the recent regional workshop would be reflected in the work programme. The Chair and CEO advised that further work was to be done to firm up on the regional forum discussions and reporting would then occur as a matter of course.

Richard Orzecki advised that further items were likely to arise following the forthcoming Chair to Chair hui between MidCentral DHB and Manawhenua Hauora.

The workshop scheduled for Friday, 1 August 2014 at 4pm was raised by a member who felt this was not a conducive time for a workshop. It was noted that the date/time had been agreed at the Board's previous meeting and took into account Whanganui DHB meeting commitments three members had on the 1<sup>st</sup> August. Management was requested to look into other possible dates/times, and that if no suitable alternative could be found, the arrangements for the 1<sup>st</sup> would remain.

The CEO advised that a Master Health Service Plan workshop was scheduled for 10 June 2014.

It was resolved:

*that the updated work programme for 2013/14 be noted.*

## 8. STRATEGIC MATTERS

### 8.1 Indicative Business Case (IBC)

The Capital Investment Committee's comment that MDHB would need to build a persuasive argument for its IBC given its facilities looked to be in good shape compared to others on the Committee's horizon, was discussed. Management advised the buildings were "well maintained" buildings but not necessarily "fit for purpose". Many of MDHB's critical care facilities did not meet seismic requirements, and its theatres were not in line with present day requirements. However, the Capital Investment Committee had outlined the challenge before MDHB and this would be addressed in the business case.

Lyn Horgan returned to the meeting.

The progress made to date was considered pleasing, as was the level of input that the Board had had into the project.

The statements made regarding the Central Primary Health Organisation (PHO) and the Whanganui PHO were noted. It was agreed these could be perceived as arrogant and greater care would be given in future. The General Manager, Planning & Support advised discussions had occurred with Whanganui DHB's CEO and General Manager, Planning & Support. Regarding secondary care services, there was possibility for additional outflows to WDHB for elective volumes

It was noted that the models of care assumptions were being developed by clinicians. In respect of reduced medical inpatient stays, MDHB was currently above the national average by around 1 day. A move to the national average would make a major difference.

The importance of integrated service arrangements was emphasised.

Management advised that "perioperative" services included the surgical journey through to the operation, eg pre-assessment, recovery, pre-admission, surgery and day of surgery.

The link between the centralAlliance Strategic Plan and the Master Health Service Plan was discussed. Mike Grant advised the IBC would outline the long list options and recommend the short list options the Board would be considering. A critical business case would then be developed over the following 18 months, ie by October 2015. The centralAlliance Strategic Plan would be completed between March-May 2015 and would inform the MHSP.

It was resolved:

*that the report be received.*

## **9. OPERATIONAL REPORTS**

### **9.1 CEO's Report**

#### *9.1.1 Health Benefits Limited (HBL)*

The CEO reported on the meeting convened by HBL last week for MidCentral, Whanganui and Hawke's Bay DHBs regarding the laundry and linen, and the food service proposals.

The meeting identified the information which needed to be provided to DHBs to help them make a decision. The level and amount of information required was discussed.

The proposals received from the preferred providers offered benefits to the sector, but these benefits did not fall evenly or equally and further work was required to understand this. A further briefing session for the Central Region was to be held in Wellington. Sessions for all other areas were also planned.

The Central Region had indicated an interest in looking at regional/national contracting and these discussions could be progressed on a regional basis.

An indicative case has been issued regarding the Human Resource Information Management system. This was not related to payroll, but covered HR information. The indicative case was currently being considered by management and would be reported to the Board's next meeting.

#### *9.1.2 Central Region's Information System Plan (CRISP)*

The Board noted the Regional Governance Group's response and commitment to the issues it had raised. It further noted that this work would be done within the project's budget provisions.

Management advised that the CRISP Project Manager had resigned, effective from August 2014. The TAS CEO was confident a replacement would be secured.

Kate Joblin left the meeting.

The CEO advised a regional health informatics plan had been agreed. This was all encompassing and would ensure smooth transition. In addition, there was wide but distributed knowledge of the CRISP programme of work within the region, including DHBs and TAS.

Kate Joblin returned to the meeting.

*9.1.3 Regional Capital Committee*

The new Regional Capital Committee arrangements were noted. The CEO confirmed that engagement with regional partners would occur earlier in the capital process, such as the sharing of agreed annual capital plans during the annual planning process.

*9.1.4 Central Region's Board Members' Forum*

Feedback on the recent forum was provided. The majority of members felt this had exceeded expectations. The facilitator was excellent and the day ended well with the establishment of five priority areas (IT/technology, Maori health, governance, tertiary services, and refreshing the 2008 regional clinical services plan).

The presentation provided by Capital & Coast DHB was considered to be very clear. One member suggested that a stronger community/consumer view was needed.

*9.1.4 Concerto*

The current number of staff using Concerto was noted and the CEO undertook to report back on whether this was in line with expectations.

*9.1.5 Debt and Deficit Positions*

In response to a member's questions, management explained the DHB's debt position, and its current financial position.

It was noted that the DHB's treasury policy was independently reviewed each year through the Group Audit Committee.

Management confirmed that Enable New Zealand did not participate in the Shared Banking Arrangement. Enable New Zealand's funds included, from time to time, funds from the Ministry of Health for the purchase of equipment and housing modifications and were not deemed MDHB revenue as such. The CEO undertook to advise where this money was held.

It was resolved:

*that the report be received.*

**9.2 Contracts**

It was resolved:

*that the report be received.*

4-6

## **10. GOVERNANCE ISSUES**

### **10.1 Manawhenua Hauora**

#### *10.1.1 Minutes*

The Chair, Manawhenua Hauora advised Manawhenua Hauora was becoming more strategic in its outlook. He further advised that the Ministry of Health was providing governance training for Maori Health boards.

It was resolved:

*that the minutes be received.*

#### *10.1.2 Update re 2013/14 Work Programme*

It was resolved:

*that the report be received.*

### **10.2 2014/15 Reporting Framework**

The Chair, Manawhenua Hauora advised he would be discussing regional and sub-regional reporting at the forthcoming review meeting so that the Board gets a sense of sub-regional Iwi matters.

Reporting on matters announced in the recent Government budget was questioned. Management advised that as details were provided, these would be reported to the Board and/or appropriate committee.

It was resolved:

*that the 2014/15 Reporting Framework be approved.*

### **10.3 Enable New Zealand Annual Report**

The Chair, Enable New Zealand considered the reporting around Enable New Zealand's financial position was perfunctory and he had requested its General Manager to give consideration to how this could be improved.

It was resolved:

*that pursuant to section 211(3) of the Companies Act 1993, the annual report of Enable New Zealand Limited for the year ended 30 June 2014 shall incorporate the financial statements and auditor's report thereon and exclude information specified in any of the paragraphs (a) and (d) to (j) of subsection (1) of that section.*

## **11. LATE ITEMS**

There were no late items.

## **12. DATE OF NEXT MEETING**

Tuesday, 1 July 2014, MidCentral District Health Board. The meeting would be held on Palmerston North Hospital campus in either the Education Centre or Board Room.

**13. EXCLUSION OF PUBLIC**

It was resolved:

*that the public be excluded from this meeting in accordance with the Official Information Act 1992, section 9 for the following items for the reasons stated:*

<i>Item</i>	<i>Reason</i>	<i>Ref</i>
<i>"In Committee" Minutes of the Previous Meeting</i>	<i>For reasons stated in the previous agenda</i>	
<i>"In Committee" Minutes of Committee Meetings:</i> <ul style="list-style-type: none"> <li><i>• Hospital Advisory Committee, 29 April 2014</i></li> <li><i>• Community &amp; Public Health Advisory Committee, 29 April 2014</i></li> <li><i>• Enable New Zealand Governance Group, 29 April 2014: updates re tenders and contracts</i></li> </ul>	<i>For the reasons set out in the Committees' order paper 29.4.14 meeting held with the public present</i> <i>For the reasons set out in the Committees' order paper 29.4.14 meeting held with the public present</i> <i>Subject of negotiation and contains commercially sensitive information</i>	<i>9(2)(j)</i>
<i>Strategic Matters</i> <ul style="list-style-type: none"> <li><i>• Annual Planning</i></li> <li><i>• Disposal of Property</i></li> </ul>	<i>Subject of negotiation</i> <i>Competitive tender process</i>	<i>9(2)(j)</i> <i>9(2)(j)</i>
<i>Governance Matters</i> <ul style="list-style-type: none"> <li><i>• Insurance</i></li> <li><i>• Internal Audit Arrangements</i></li> </ul>	<i>Subject of negotiation</i> <i>Subject of negotiation</i>	<i>9(2)(j)</i> <i>9(2)(j)</i>

Barbara Cameron left the meeting.

Confirmed this 1<sup>st</sup> day of July 2014.

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 Chairman