

MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the MidCentral District Health Board meeting held on 23 February 2016 at 10.00am
at MidCentral District Health Board Offices, Gate 2, Heretaunga Street, Palmerston North.

PRESENT

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

Kate Joblin
Nadarajah Manoharan
Karen Naylor
Oriana Paewai
Barbara Robson

IN ATTENDANCE

Kathryn Cook, Chief Executive Officer
Mike Grant, General Manager, Clinical Services & Transformation
Neil Wanden, General Manager, Finance & Corporate Services
Craig Johnston, General Manager, Strategy, Planning & Performance
Jill Matthews, Principal Administration Officer
Michele Coghlan, Director of Nursing
Stephanie Turner, Director of Maori Health & Disability
Muriel Hancock, Director, Patient Safety & Clinical Effectiveness
Nicholas Glubb, Director, Specialist Community & Regional Services
Lyn Horgan, Director, Hospital Services
Brian Woolley, Manager, Knowledge & Information
David Andrews, Operations Manager, Enable New Zealand
Hare Arapere, Maori Advisor, Enable New Zealand
Jeff Small, Group Manager, Commercial Support Services
Greig Russell, Medical Administration Trainee
Dennis Geddis, Communications Team Leader

Te Tihi: Materoa Mar, Alliance Manager (agenda item 8.1)

Public: 6

Media: 1

1. MIHI WHAKATAU FOR ORIANA PAEWAI, BOARD MEMBER

The meeting opened with a mihi, with Hare Arapere acknowledging Oriana Paewai.

Oriana Paewai addressed the meeting, speaking of her long association with the organisation. Her mother had worked at Manawaroa and it was through this that Oriana's association with MidCentral DHB and the health sector had begun.

2. APOLOGIES

There were no apologies.

3. LATE ITEMS

There were no late items.

4. CONFLICT AND/OR REGISTER OF INTERESTS UPDATE

4.1 Amendments to the Register of Interests

There were no amendments to the Register of Interest.

4.2 Declaration of Conflicts in Relation to Today's Business

Adrian Broad recorded his interest as a Councillor, Palmerston North City Council with agenda item 10.2, 2016 DHB Elections, specifically on-line voting. The Chair noted the interest and advised there was nothing to preclude Mr Broad's participation in discussion of this matter.

Karen Naylor recorded her interest in agenda item 17.2, women's health update.

5. MINUTES OF PREVIOUS MEETING

5.1 Minutes

It was resolved:

that the minutes of the previous meeting held on 15 December 2015 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 Group Audit Committee

It was resolved:

that the unconfirmed minutes of the meeting of the Group Audit Committee held on 15 December be received and the recommendations contained therein approved.

6.2 Matters Arising

There were no matters arising from the minutes.

6.3 Hospital Advisory Committee

It was resolved:

that the unconfirmed minutes of the meeting of the Hospital Advisory Committee held on 2 February 2016 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 noted that the date of the Feilding Integrated Family Health Centre's opening had been incorrectly recorded in the minutes. The date was Saturday, 5th March, with the dawn blessing taking place on Saturday, 28th February.

It was resolved:

that the unconfirmed minutes of the meeting of the Community & Public Health Advisory Committee held on 2 February 2016 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 2 February 2016 be received and the recommendations contained therein approved.

6.8 Matters Arising

6.8.1 EASIE Living Centre

Congratulations were conveyed to the General Manager, Enable New Zealand and his team on the opening of the EASIE Living Centre. All members were encouraged to visit the Centre which was considered to be a real asset for the people of the district.

The Chair recorded his appreciation to Diane Anderson for representing him at the opening ceremony.

6.8.2 Strategic Direction

The CEO advised that the Governance Group would be workshopping the Centre's strategic direction, including governance arrangements, organisational structures and model as appropriate.

7. WORK PROGRAMME

The CEO advised that work would now recommence on some items which had been deferred, namely the business case for the master health service plan.

It was resolved:

that the updated 2015/16 work programme be noted.

8. STRATEGIC MATTERS

8.1 Whanau Ora: Presentation re Te Tihi

This item was deferred until 11am.

8.2 centralAlliance

It was resolved:

that the report be received.

8.3 Health Charter

Use of the term “owners” was raised and the General Manager, Clinical Services & Transformation advised this could be further road tested with various groups. He noted that the term had been very successful as a concept in other areas. It was suggested that a Maori word may be appropriate, reflecting the cultural diversity of the district.

Lindsay Burnell left the meeting.

It was suggested that Horizons Regional Council be included in the current engagement process given their increased activity in local economic and social issues.

It was further suggested that the “markers for life stages” include housing, particularly for the maternal and new born, and, child and adolescent stages. Housing in its widest sense had a great impact on personal health.

It was noted that the life stages for those people incarcerated were significantly different, and that perhaps this should be reflected in the Charter somehow given there was a local prison and one in a neighbouring district. The interface between Health and Corrections was also noted. Management advised the strength of the Charter was it would further assist the interface between the two sectors.

Members expressed their support for the Health Charter and the process being used in its development. It was noted that the Charter fitted well with MidCentral DHB’s strategic direction.

It was resolved:

that the report be received.

9. OPERATIONAL REPORTS

9.1 Financial Report

Management confirmed that the total amount revenue banked was \$2m.

Debt levels were discussed and the General Manager, Finance & Corporate Services advised that given the organisation’s future investment plans, it was appropriate to keep the current debt facility of \$56.7m. He advised that capital investment continued within the organisation in line with the annual plan. Major capital investment would be considered as part of the strategic planning work in the current year.

It was resolved:

that the report be received.

9.2 Business Improvement Update

Management advised that the focus on reducing long-standing annual leave hours continued. In respect of the financial value of annual leave and the business improvement plan, measuring this was challenging and the most appropriate approach was yet to be determined.

It was resolved:

that the report be received.

9.3 Contracts Update

The contract training workshops were noted and a member questioned if attendees understood the aims and objectives of the organisation and the business improvement plan. The General Manager, Finance & Corporate Services advised the aim of the workshop was around procurement practices and they had been very successful in this regard.

It was resolved:

that the report be received.

9.4 Clinical Leadership Council – Six Monthly Report

The General Manager, Clinical Services & Transformation presented the report. Members noted the potential for this Council to grow and change its role in line with the DHB's strategic agenda.

The Chairman confirmed that a note of congratulations had been sent to Council member, Dr Simon Allan, on his recent New Year honour.

Members noted that the report focused on activity and process and expressed a desire for more outcome related content. For example, from a consumer perspective, what had changed as a result of the Council's influence and advice. Mike Grant advised that the Council had been influential in work around aged residential care and pharmacy initiatives.

It was resolved:

that the report be received.

9.5 EECA Loan

Management was encouraged to make contact with the Central Energy Trust to discuss opportunities for their support of other energy programmes at the DHB.

It was resolved:

that the board approve entering into an interest-free loan from EECA for \$259,382 in respect of this lighting project, along with the set-up fee cost of \$19,563^{+GST}.

8. STRATEGIC MATTERS CONTINUED

8.1 Whanau Ora: Presentation re Te Tihi

Oriana Paewai and Matoroa Mar gave a presentation on Te Tihi o Ruahine Whanau Ora Alliance. The Alliance had formed in 2011 and had established strong working relationships with a range of groups and people and was making good progress, with positive early results. Formal and informal evaluation was occurring.

The Chairman thanked Oriana Paewai and Matoroa Mar for the presentation. He reiterated the Board's commitment to further developing its relationship with Iwi, and advised that discussions were occurring with Manawhenua Hauora in this regard.

9. OPERATIONAL MATTERS CONTINUED

9.6 CEO's Report

9.6.1 Relationship between Health Charter and Strategic Framework

The relationship between the Charter and the Strategic Framework was questioned.

Management advised that the Charter was dynamic and was owned by multiple organisations, and partners of MidCentral DHB. It would in time inform the Strategic Framework.

The Strategic Framework set out the DHB's future direction and its priorities (strategic imperatives). Through the Charter, MidCentral DHB would work and engage with other agencies and the community and this work would ensure alignment of MDHB's work with those groups. It was noted that the Charter work would reflect not only the priorities of MDHB but those of other agencies and inter-agency work.

The Charter was global and was a relationship document.

9.6.2 Central Region's Information Systems Plan

The CEO advised that MDHB was well placed to move forward with the Radiology Information System, patient management system (WebPAS), the clinical portal and ePharmacy as part of the regional solution agreed.

It was resolved:

that the report be received.

10. GOVERNANCE MATTERS

10.1 Delegations Policy - Review

The Board requested that the Schedule of Delegations clearly identify the roles within Levels 1 to 3 so that it was easy to read.

It was resolved:

that the report be received.

10.2 2016 DHB Elections

It was resolved:

that the report be received, and that MidCentral DHB support online voting for the 2016 DHB election in the event this option becomes available.

10.3 Iwi Partner Minutes

It was resolved:

that the minutes be received.

10.4 Health and Safety Statement

Management advised that the Health & Safety Statement would be a living document and could be amended in future as appropriate.

It was resolved:

that the Board approve the final draft Health and Safety Statement and that the Chief Executive Officer and Board Chair be authorised to sign this on the Board's behalf.

11. LATE ITEMS

There were no late items however management took the opportunity to update members of two recent matters:

- Crypto-ransomware virus attack on MDHB's computer network. MDHB had quickly responded to the attack shut down the server involved. The systems had now been restored using back-up files.

Hospital services had continued uninterrupted throughout the period.

A cause analysis would now be undertaken, including identification of any steps which the DHB could do to prevent the risk or impact of a future incident.

- The latest NZ health target results had been released by the Minister of Health. MDHB was within the top two to three places for some of the health targets. In some areas, the DHB was still to achieve target, however was within two per cent of target. This was considered to be a good result.

12. DATE OF NEXT MEETING

Tuesday, 5 April 2016 at the MidCentral District Health Board Offices, Board Room, Gate 2, Heretaunga Street, Palmerston North.

13. EXCLUSION OF THE 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>
"In committee" minutes of the previous meeting	For the reasons set out in the order paper of 15.12.15 meeting held with the public present	
"In committee" minutes of committee meetings: <ul style="list-style-type: none"> • Hospital Advisory Committee, 2 February 2016 • Community & Public Health Advisory Committee, 2 February 2016 • Enable New Zealand Governance Group, 2 February 2016 : 2016/17 Annual Plan & Budget, and, corporate/governance charges 	For the reasons set out in the Committees' order paper 2.2.16 meeting held with the public present For the reasons set out in the Committees' order paper 2.2.16 meeting held with the public present Subject of negotiation	9(2)(j)
Strategic Matters <ul style="list-style-type: none"> • 2016 Annual Planning Update • Allied Laundry Services Limited: Agreements to implement contingency business case 	Subject of negotiation Subject of negotiation	9(2)(j) 9(2)(j)
Operational Matters <ul style="list-style-type: none"> • Women's health update • Contracts update 	Subject of negotiation Subject of negotiation	9(2)(j) 9(2)(j)

Confirmed this 5th day of April 2016.

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Chairman

