

# MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the MidCentral District Health Board meeting held on 15 March 2011 at 10.00 am at MidCentral District Health Board Offices, Board Room, Gate 2, Heretaunga Street, Palmerston North

## PRESENT

Phil Sunderland (Chair)  
Diane Anderson  
Lindsay Burnell  
Ann Chapman  
Jack Drummond

Kate Joblin  
Pat Kelly  
Mavis Mullins  
Karen Naylor  
Barbara Robson

*Unconfirmed Minutes*

## IN ATTENDANCE

Murray Georgel, Chief Executive Officer  
Mike Grant, General Manager, Funding Division (and Acting General Manager, Corporate Services)  
Heather Browning, General Manager, Enable New Zealand  
Jill Matthews, Principal Administration Officer  
Dennis Geddis, Communications Officer  
Lyn Horgan, Operations Director, Hospital Services  
Nicholas Glubb, Operations Director, Specialist Community & Regional Services  
Bob Brown, Finance Manager  
Bart Baker, Clinical Director, Regional Cancer Treatment Services (RCTS)  
Cusha Lucas, Service Manager, RCTS

Public (2)  
Media (1)

### 1. APOLOGIES

An apology was received from Richard Orzecki, Board Member. An apology for lateness was received from Jack Drummond, Board member due to a flight cancellation.

### 2. LATE ITEMS

There were no late items.

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

#### 3.1 Amendments to the Register of Interests

There were no amendments to the Register of Interests.

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

Ann Chapman and Lindsay Burnell advised their interest in the electricity tender included in the CEO's operating report (agenda item 7.1)

## **PUBLIC COMMENT**

Two members of the public addressed the meeting.

- Dr Brian Booth delivered a presentation he had made to the Palmerston North City Council's Planning Committee on 14 March 2011. He advocated for the creation of communities of such size, so-well serviced and so well represented as to inspire a sense of belonging in all of whatever race, religion, age or sex.
- Mr John Bent strenuously urged the board to oppose the recommendation, to not publish some contact details of members, including Statutory Committee members (agenda item 8.2). He felt the availability of this information was important to ensure a community voice was heard, and for the Board to uphold its legislative responsibilities.

## **4. MINUTES OF PREVIOUS MEETING**

### **4.1 Minutes**

It was resolved:

*that the minutes of the previous meeting held on 15 February 2011 be confirmed as a true and correct record.*

### **4.2 Matters Arising from the Minutes**

#### *4.2.1 Service Change Protocols*

It was noted that if Tairāwhiti DHB should decide to proceed to change medical oncology service provision arrangements, this would be an interesting test case as to how the new service change protocols worked, particularly around the need or otherwise for community consultation.

## **5. BOARD COMMITTEES**

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

It was resolved:

*that the unconfirmed minutes of the meeting of the Community & Public Health Advisory Committee held on 1 March 2011 be received and the recommendations contained therein approved.*

### **5.2 Matters Arising**

There were no matters arising from the minutes.

### **5.3 Hospital Advisory Committee**

A correction to the minutes was noted. The recommendation regarding the "Women's and Children's Health Services in Whanganui and MidCentral Region – Evaluation" incorrectly stated that the evaluations be undertaken in August 2012 and February 2014. The recommendation moved by the Committee included August 2012 and February 2014 as the evaluation dates.

### 5.3.1 Permanent Fourth Linac, Radiation Oncology – Business Case

The Chairman advised that the Committee had moved discussion around this agenda item to the confidential section of this meeting. It has approved the following recommendation and agreed this be made publicly available:

- that this information is noted, and
- that approval is given to purchase a fourth permanent linear accelerator (linac) and to house this linac in a new bunker, to be built adjacent to an existing linac, LA1 with the Chief Executive Officer authorised to sign the contracts for tender, purchase and associated documentation for both linac and bunker.

This recommendation was fully discussed by the Board. The importance of ensuring capital funds were used prudently, and invested in initiatives which would enhance the health of the district was noted. The Board requested that management pursue the potential additional revenue, noting that this related to spare capacity of around 5% and that this would be eroded over time as local demand increased. Management advised that the potential additional revenue was estimated at \$250-\$400k, and it would offer the short-term one-off additional capacity to other cancer centres, both New Zealand and Australia. Management confirmed that the partnering/education/training arrangement was an integral part of the contract.

Management also confirmed that depreciation costs associated with future scheduled capital expenditure purchases had been factored into the financial modelling around asset planning.

It was resolved:

*that the unconfirmed minutes of the meeting of the Hospital Advisory Committee held on 1 March 2011 be received and the recommendations contained therein approved including that relating to the purchase of a new linear accelerator as set out above, and, subject to the recommendation regarding the “Women’s and Children’s Health Services in Whanganui and MidCentral Region – Evaluation” being corrected to show the independent evaluations would take place in August 2012 and February 2014.*

Bart Baker and Cushla Lucas left the meeting.

### 5.4 Matters Arising

There were no matters arising from the minutes.

### 5.5 Disability Support Advisory Committee

It was resolved:

*that the unconfirmed minutes of the meeting of the Disability Support Advisory Committee held on 1 March 2011 be received and the recommendations contained therein approved.*

### 5.6 Matters Arising

There were no matters arising from the minutes.

5.4

## **6. STRATEGIC MATTERS**

### **6.1 Review of MidCentral DHB's Capex Plans**

Jack Drummond entered the meeting.

The Acting General Manager, Corporate Services advised that a conservative approach had been taken to estimating the likely cost of the Palmerston North Hospital Site Redevelopment project given that detailed exploration had yet to be undertaken.

It was noted that the DHB's move a position of surplus generation would enable investment in service development.

Management confirmed that the scheduled purchase of Linear Accelerator (LA) 5 was a replacement for LA2.

It was resolved:

*that the report be received.*

### **6.2 2010/11 District Annual Plan: Performance Improvement Actions – Corporate/Governance**

Management confirmed that the Health Benefits Limited saving target of \$30m was a national target. A \$40m target had been set for 2011/12 and this was additional to the current \$30m savings.

It was resolved:

*that the report be received.*

### **6.3 Manawhenua Hauora**

It was resolved:

*that the minutes be received.*

## **7. OPERATIONAL REPORTS**

### **7.1 CEO's Report**

Ann Chapman and Lindsay Burnell's interest in the electricity contract was noted. It was agreed this would not impact discussions.

#### **7.1.1 Christchurch Earthquake**

The CEO advised that support continued to be provided to Canterbury DHB. Health service and health promotion staff had been seconded to date. Enable New Zealand was also supporting the 'quake efforts in the area of disability support services.

The General Manager, Enable New Zealand advised that its Christchurch store was operational. Arrangements had also been made with a transport depot to enable delivery and distribution of short term loan equipment to local disabled and older people.

The Chairman recorded the Board's thanks for the work and support provided by Enable New Zealand to Canterbury DHB and its communities. He asked that this appreciation be conveyed to all staff concerned.

The importance of ensuring the needs of older people and the disabled community were not overlooked in disaster planning was discussed and agreed.

#### *7.1.2 Commercial Banking and Treasury Management Arrangements*

Management confirmed that a recommendation on this matter would be submitted for the Board's consideration before the end of the current financial year.

#### *7.1.3 Ministry of Health's New Organisational Structure*

The location of disability support services within the structure was questioned. Management undertook to find out more about this matter.

#### *7.1.4 National Health Committee*

The update on the National Health Committee was noted.

#### *7.1.5 Central Region's Information Systems Plan (CRISP)*

Management advised that the cost of the Gateway review was a regional cost and would be shared amongst DHBs. In addition, the National Health IT Board had undertaken to meet 50% of the cost given the central region's IT planning was ahead of other regions.

Heather Browning left the meeting.

#### *7.1.6 Monitoring Status*

The CEO advised that a response to MidCentral DHB's request for a change in monitoring status had not yet been received. He noted that the National Health Board was currently focused on assisting Canterbury DHB with provision of health and disability services following the recent earthquake.

#### *7.1.7 Health Targets*

The Board noted the positive feedback received from the Ministry of Health's Health Target Champions regarding MDHB's achievement of, or progress toward achievement of, health targets.

The Minister and Ministry of Health's focus on targets was noted.

Heather Browning re-entered the meeting.

#### *7.1.8 Capital Expenditure*

The CEO advised that some capital expenditure would flow over into the following year.

It was resolved:

*that the report be received.*

## **8. GOVERNANCE ISSUES**

### **8.1 Delegations Policy**

Members considered the policy and asked that it be amended to take account of the following:

- changes to DHB responsibilities around strategic and annual planning, including regional service and asset planning. As the names of Plans, such as the District Annual Plan, were

subject to the change, it was agreed that policy should use generic terms such as annual planning.

- policy and processes for electronic transactions

It was agreed that the revised policy would be submitted to the Board for consideration. Once approved, it would then be submitted for the Minister of Health's consideration.

The CEO advised that amendments to the organisational structure would be completed within the next few months.

It was resolved:

*that the report be received.*

## **8.2 Board/Committee Members' Contact Details**

This matter was fully debated. Points noted included:

- accountability arrangements for DHBs and how these different to local authorities
- means of community engagement
- governance/management split
- availability of members' contact information
- security
- collective contact point

It was resolved:

*that the status quo be maintained regarding publication of board and committee members' contact details.*

Pat Kelly and Karen Naylor recorded their votes against the motion.

## **8.3 2010/11 Work Programme**

The CEO advised the Clevely Health Centre report was expected in April.

It was resolved:

*that the updated work programme for 2010/11 be noted.*

## **9. LATE ITEMS**

There were no late items.

## **10. DATE OF NEXT MEETING**

Tuesday, 19 April 2011, Tararua District Council, 26 Gordon Street, Dannevirke.

Diane Anderson recorded her apologies.

## **11. 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>Community &amp; Public Health Advisory Committee, 1 March 2011</i></li> <li>• <i>Hospital Advisory Committee, 1 March 2011</i></li> <li>• <i>Disability Support Advisory Committee, 1 March 2011</i></li> </ul> | <i>For the reasons set out in the Committee's order paper of 1.3.2011 meeting held with the public present</i><br><i>For the reasons set out in the Committee's order paper of 1.3.2011 meeting held with the public present</i><br><i>For the reasons set out in the Committee's order paper of 1.3.2011 meeting held with the public present</i> |                                  |
| <i>Strategic Matters</i> <ul style="list-style-type: none"> <li>• <i>2011/12 Annual Plan: Progress Report</i></li> <li>• <i>2011/12 Regional Services Plan</i></li> </ul>  | <i>Under negotiation</i><br><i>Under negotiation</i>   | <i>9(2)(j)</i><br><i>9(2)(j)</i> |
| <i>Operational Matters</i> <ul style="list-style-type: none"> <li>• <i>CEO's Report: DHBNZ Future Status</i></li> </ul>  | <i>Subject of negotiation</i>  | <i>9(2)(j)</i>                   |
| <i>Governance Matters</i> <ul style="list-style-type: none"> <li>• <i>External Appointments to Committees</i></li> </ul>   | <i>To protect personal privacy</i>   | <i>9(2)(a)</i>                   |

Confirmed this 19<sup>th</sup> day of April 2011.

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 Chairman