

# MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the MidCentral District Health Board meeting held on 7 August 2012 at 10.00am at Manawatu District Council, Council Chambers, 135 Manchester Street, Feilding

## PRESENT

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

Kate Joblin  
Pat Kelly  
Karen Naylor  
Richard Orzecki  
Barbara Robson

*Unconfirmed Minutes*

## IN ATTENDANCE

Murray Georgel, Chief Executive Officer  
Mike Grant, General Manager, Planning & Support  
Heather Browning, General Manager, Enable New Zealand  
Jill Matthews, Principal Administration Officer  
Dennis Geddis, Communications Officer  
Nicholas Glubb, Operations Director, Specialist Community & Regional Services  
Lyn Horgan, Operations Director, Hospital Services  
Muriel Hanratty, Director, Patient Safety & Clinical Effectiveness  
Bob Brown, Financial Services Manager

Public (8)  
Media (2)

### 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

There were no amendments to the Register of Interest.

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

Ann Chapman declared her interest in Gen-I (agendas items 16.2 and 16.3). Her son was an employee of that organisation.

### 4. PUBLIC FORUM

#### 4.1 Questions from the Public

Dennis Emery, Chair, Ngati Kauwhata (a local Iwi) addressed the Board regarding the Feilding Integrated Family Health Centre development, and, Whanau Ora. He advised that good

progress was being made with the IFHC development. Iwi services wanted to work from the Centre, moving from their current South Street location. However, Mr Emery felt the cost could be prohibitive and requested the Board give consideration to revisiting current Iwi health contracts to increase the price paid. He made reference to the Foxton IFHC developments, and the Board's support for the Horowhenua Health Centre, Otaki Health Centre, and Pahiatua.

Mike Grant entered the meeting.

In respect of Whanau Ora, Mr Emery reported Minister Turia had given approval for a Whanau Ora Collective to be established for Palmerston North, Feilding and the valley (through Rangitikei) and across to Dannevirke. The Collective included eight providers (including six Iwi). The Collective was unique in that it involved a number of small to large providers working together. It would require the support of the Board, and other agencies, to address issues facing Maori.

Richard Orzecki entered the meeting.

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

### **5.1 Minutes**

It was resolved:

*that the minutes of the previous meeting held on 26 June 2012 be confirmed as a true and correct record, subject to item 7.2, being amended to read, "It was noted that some people participating in clinical trials may not be covered by ACC, and that this information would be .....".*

### **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 26 June 2012 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 17 July 2012 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 17 July 2012 be received and the recommendations contained therein approved.*

## **6.6 Matters Arising**

There were no matters arising from the minutes.

## **6.7 Disability Support Advisory Committee**

It was resolved:

*that the unconfirmed minutes of the meeting of the Disability Support Advisory Committee held on 17 July 2012 be received and the recommendations contained therein approved.*

## **6.8 Matters Arising**

### *6.8.1 Health & Disability Commission Health Passport*

A member noted the importance of ensuring Health Passports were practical from a user point of view. For example, an electronic passport may not be as practical as a hard copy version when its users presented to hospital in an acute situation.

## **7. STRATEGIC MATTERS**

### **7.1 2011/12 Annual Plan Implementation: Streamlining and Active Management of Projects**

The General Manager, Planning and Support advised a full approach to programmed project management within MidCentral DHB would be presented to the Board next month.

It was resolved:

*that the report be received.*

## **8. OPERATIONAL REPORTS**

### **8.1 CEO's Report**

#### *8.1.1 Government's 10 Targets for the Public Sector*

The CEO advised the fourth target was, "reduce the number of assaults on children".

#### *8.1.2 Vote Health: Four-Year Budget Plan*

Members noted this briefing paper with interest.

Targets for reducing the wait time for elective surgery was discussed. The improvements made by MDHB were noted. However, the importance of clear communication with the public was emphasised, particularly when these initiatives involved things like referral back to GP management.

### 8.1.3 *centralAlliance*

A member raised the importance of ensuring transfer arrangements to other hospitals for capacity reasons were comprehensively covered in the services' systems and processes. This would enable such situations to be appropriately managed.

It was agreed that a review of the Regional Women's Health Services project and engagement processes should be undertaken at a future date. It was further agreed this issue be referred to the centralAlliance sub-committee for consideration.

The Chair advised the Minister of Health had acknowledged receipt of the recent update provided to him regarding the centralAlliance, including the Regional Women's Health Service initiative.

### 8.1.4 *Annual Audit*

The Board supported proposed arrangements and delegations in respect of completing the annual letter of representation to the Ministry of Health regarding MDHB's 2011/12 financial result.

### 8.1.5 *Financial Result*

The positive financial result across the DHB was noted.

The trends in aged residential care expenditure were discussed. Management advised that when responsibility for funding and planning older health portfolio was transferred from the Ministry of Health to MidCentral DHB in 2003, there was a \$3m shortfall between revenue and expenditure. This situation had gradually improved through work in home based support and continuing care areas. Within this portfolio, the current area of increasing demand was dementia services.

It was resolved:

*that the report be received; and,*

*that the Board Chair, Deputy Board Chair and the chair of the Group Audit Committee (two signatures required) be authorised to sign the letter of representation in respect of the 2011/12 financial result to the Ministry of Health.*

## **8.2 Clinical Leadership Council: Annual Report**

This matter was held over until the Chief Medical Officer could join the Board.

## **9. GOVERNANCE ISSUES**

### **9.1 Manawhenua Hauora**

#### *9.1.1 Manawhenua Hauora Minutes*

Richard Orzecki, in his role as Chair, Manawhenua Hauora, noted the recent hui between MidCentral DHB's board and Manawhenua Hauora. He also drew attention to the re-signing of the Memorandum of Understanding between the two entities.

Mr Orzecki advised that Manawhenua Hauora would be presenting a paper at a forthcoming Tu Kaha Conference on the Iwi consortium's relationship with MDHB. This relationship model was considered to be very successful.

It was resolved:

*that the minutes be received.*

### 9.1.2 Maori Responsiveness Framework: Update

The General Manager, Planning and Support confirmed there was a programme of work underway to source information to address the current reporting gaps. He noted that previously a unit within the Ministry of Health had supplied the majority of information but that unit had been disbanded.

The issue of services for youth was discussed. Diane Anderson declared her interest as Chair, Central Regional Health School. She advised that the issue of mental health was a concern to the school, and that though many agencies were working together, there was the potential for young children to fall between the cracks. Management confirmed that the Horowhenua Social Sector Change initiative and the Youth One Stop Shop were working in this area, tightening systems and broadening the support provided to youth.

It was resolved:

*that the report be received.*

### 9.2 Delegations Policy

The General Manager, Planning and Support advised the supporting schedules of delegation would be available for the Board's next meeting. It was agreed that the policy review be held over to this time and that a copy of the policy be included in management's report to the Board for ease of review.

It was resolved:

*that the report be received.*

### 9.3 Public Consultation Policy

The changes to legislation around consultation and the introduction of new service change requirements were discussed. Members noted that Boards could decide to undertake a higher level of consultation and/or engagement than required.

Management confirmed that issues around natural justice, and, ensuring consultation processes reflected target stakeholder groups were covered within the policy.

The following amendments to the Policy were requested:

- consistent use of terms such as Hearing Committee
- a new, current example of "reaction" to be included in Appendix C, Determining the level of participation/engagement

A member noted that she had other non-substantive proposed changes to the policy. It was agreed these be made provided they were not significant, and did not materially change the policy.

It was resolved:

*that the updated MDHB Public Consultation Policy, as contained in the agenda and taking into account the changes requested by the Board, be approved effective immediately, and, that the policy be reviewed in three year's time.*

#### 9.4 Board Members' Expense Policy

The issue of depreciation for use of a business or a personal vehicle was discussed.

Members noted the change in tax treatment of expenses was noted.

It was resolved:

*that the updated MDHB Board members' Expenses Policy, as contained in the agenda, be approved effective from 8 August 2012, and, that the policy be reviewed in three year's time.*

#### 9.5 Shared Banking Arrangements

It was resolved:

*that the Board approves the transactions outlined in the Accession Deed, the Sweep Authority and the Accession Agreement, and the documents themselves;*

*that the documents be executed by the DHB;*

*that Phil Sunderland, Board Chair, Kate Joblin, Deputy Board Chair, and Ann Chapman, Chair of the Group Audit Committee, (any two) be authorised to execute the documents on behalf of the DHB; and*

*that Mike Grant, General Manager, Planning & Support, Bob Brown, Financial Services Manager, and Chris Kirk, Capital Accountant, be authorised to give any notices and other communications and to take any other action required under or in connection with the documents.*

#### 9.6 2012/13 Work Programme

The CEO advised that the joint workshop scheduled with Whanganui DHB for 10 September would need to be rescheduled. WDHB had signalled this date/time was no longer suitable for several of their members. Further information would be provided to members within the week. It was noted that the proposed venue was Palmerston North but this too may be subject to change.

The CEO advised a possible date being proposed for the central region's DHB board members' forum was 1 October 2012. However, this was very tentative and further information would be provided when available.

A request was made for centralAlliance subcommittee meetings to be included in the work programme schedule.

It was resolved:

*that the updated work programme for 2012/13 be noted.*

### 8. OPERATIONAL REPORTS CONTINUED

#### 8.2 Clinical Leadership Council: Annual Report

The CEO presented this report, noting the Council's focus had been on its revised purpose and membership. Further work was to be done regarding membership from aged residential care and non-government owned entities. The timing for this work was questioned, and the CEO advised it was to be considered at the Council's next meeting. It was noted that these two provider groups were very large.

It was resolved:

*that the report be received.*

#### 10. LATE ITEMS

There were no late items.

#### 11. DATE OF NEXT MEETING

Tuesday, 18 September 2012, MidCentral District Health Board Offices, Board Room, Gate 2, Heretaunga Street, Palmerston North.

#### 12. 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, 17 July 2012</i></li> <li>• <i>Community &amp; Public Health Advisory Committee, 17 July 2012</i></li> <li>• <i>Disability Support Advisory Committee, 17 July 2012</i></li> </ul>	<i>For the reasons set out in the Committee's order paper of 17.7.2012 meeting held with the public present</i>  <i>For the reasons set out in the Committee's order paper of 17.7.2012 meeting held with the public present</i>  <i>For the reasons set out in the Committee's order paper of 17.7.2012 meeting held with the public present</i>	
<i>Strategic Matters</i> <ul style="list-style-type: none"> <li>• <i>Health Benefits Limited's Finance, Procurement &amp; Supply Chain Business Case and Contract Update</i></li> </ul>	<i>Subject of negotiations</i>	<i>9(2)(j)</i>
<i>Operational Matters</i> <ul style="list-style-type: none"> <li>• <i>CEO's Report: Insurance contract; regional planning/governance; and Enable New Zealand's E-Commerce &amp; Digital Communication System Contract</i></li> <li>• <i>Contracts update</i></li> <li>• <i>PBX Upgrade</i></li> </ul>	<i>Subject of negotiation</i>  <i>Subject of negotiation</i> <i>Contains commercial sensitive information, and the subject of negotiation</i>	<i>9(2)(j)</i>  <i>9(2)(j)</i> <i>9(2)(b)</i> <i>&amp; (j)</i>

Confirmed this 18<sup>th</sup> day of September 2012.

.....  
Chairman