

MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the Disability Support Advisory Committee held on Tuesday, 9 June 2015 at 3.30pm in the Board Room, Board Office, Gate 2, Heretaunga Street, Palmerston North Hospital

PRESENT

Lindsay Burnell (Chair)
 Adrian Broad (Deputy Chair)
 Barbara Cameron
 Phil Sunderland (ex officio)
 Nadarajah Manoharan

Unconfirmed Minutes

IN ATTENDANCE

Kathryn Cook, Chief Executive Officer
 Scott Ambridge, General Manager, Enable New Zealand
 Anne Amooore, Manager Human Resources & Organisational Development
 Raewyn Cameron, Manager Community Disability Support Services, Enable New Zealand
 Craig Johnston, Acting General Manager Funding & Planning Division
 Lydia Kirker, Communications Officer
 Muriel Hancock, Director Patient Safety and Clinical Effectiveness
 Jill Matthews, Manager Administration & Communication
 Jo Smith, Senior Portfolio Manager Health of Older People, Planning & Support
 Jeff Small, Group Manager Commercial Support Services
 Di Traynor, Committee Secretary
 Karen Upston, Project Co-ordinator Patient Safety and Clinical Effectiveness

1. **APOLOGY**
 Jonathan Godfrey
 Tawhiti Kunaiti
 Joseph Boon

The Chair advised the Committee of the recent resignation of Joseph Boon from the Disability Support Advisory Committee, and thanked Mr Boon for his contribution.

2. **LATE ITEMS**

There were no late items.

3. **CONFLICTS OF INTEREST**

- 3.1 **Amendments to the Register of Interest**

There were no Amendments to the Register of Interest.

- 3.2 **Declaration of Conflicts in Relation to Today's Business**

There were no Declarations of Conflicts in relation to today's business.

4. MINUTES OF THE PREVIOUS MEETING

4.1 Minutes

That the minutes of the previous meeting held on 17 March 2015 be confirmed as a true and correct record.

4.2 Recommendations to Board

The Committee noted that all recommendations contained in the minutes had been approved by the Board.

4.3 Matters Arising

There were no matters arising.

5. WORK PROGRAMME

The Chief Executive Officer spoke to her report dated 2 June 2015.

This was the last update for the 2014/15 work programme, and the Chief Executive Officer noted that the work programme had largely been achieved, with the exception of the update against the Master Health Service Plan which has been carried over to the Committee's next meeting in November 2015.

The 2015/16 reporting framework has been recently approved by the Board, and the Disability Support Advisory Committee's work programme has now been developed.

It was recommended:

that the updated work programme for 2014/15 be noted.

6. STRATEGIC ISSUES

6.1 Be.Accessible Programme

The Director, Patient Safety and Clinical Effectiveness, introduced the newly appointed Project Coordinator, Karen Upston, before summarising the report dated 29 May 2015, including an update on the key themes identified in the first snapshot survey; being staff education, engagement with patients with accessibility needs, facility and services, patient management and appointment scheduling, and a survey work programme.

The Director indicated that it was desirable for accessibility themes to be weaved into all aspects of the District Health Board's planning, and this could be achieved through regular forums with disabled people.

The Director noted her desire to work closely with Enable New Zealand the findings of the ongoing surveys, once completed.

The Director updated the Committee on the current situation regarding the availability of sign language interpreters throughout New Zealand. Consideration is being given to awarding a national contract for the service (possibly through healthAlliance). The Chief Executive Officer

offered her support and assistance in working towards enhanced availability of interpreters within the MidCentral District Health Board region.

It was recommended:

that this report be received.

6.2 Disability Sector Update

The General Manager, Enable New Zealand, introduced the Manager Community Disability Support Services, Raewyn Cameron. He then summarised the report dated 27 May 2015.

Around 300 people in the MidCentral DHB region are eligible for Family Funded Care under the criteria set for the scheme. The General Manager stated that there were currently significant barriers to entry, which could account for the low take up both regionally and nationally. The Ministry of Health is currently undertaking a review of the scheme.

Feedback was provided by Mr Broad in relation to the first edition of the Enable New Zealand newsletter. The General Manager thanked Mr Broad for his feedback and indicated this which would be incorporated into future editions.

Mr Broad indicated his pleasure that the Palmerston North City Council were dealing positively in respect of resource consent matters for the EASIE Living & Demonstration Centre, and offered his support as a Councillor with the consent process should it be required.

It was recommended:

that this report be received.

7. PORTFOLIO UPDATES

7.1 Annual Communications Update

The Manager, Administration and Communications, spoke to the report dated 29 May 2015.

A key area of focus has been the upgrading of the MidCentral DHB website, along with opportunities to utilise social media.

In line with the disability stocktake undertaken, a serif 12 pt font is to be used for all outgoing communications.

Other initiatives include the development of a disability map for MidCentral DHB grounds, an information book for people with English as a second language (available in hard copy and online), and the online publishing of Board papers (currently on trial).

It was recommended:

that this report be received.

7.2 Disability Facility Stocktake

The Group Manager, Commercial Support Services summarised the report dated 21 May 2015.

Mr Broad reiterated his offer of support in his role as a Palmerston North City Councillor in regards to any consenting matters.

It was recommended:

that this report be received.

7.3 Stocktake of Employment Practices and Education & Development

The Manager, Human Resources and Organisational Development, summarised the report dated 29 May 2015.

Discussion ensued around the Staff Safety Culture Survey undertaken in March 2015. A total of 39 percent of staff chose to participate in the survey, which it is understood is reasonably consistent with other DHB participation.

The Chairman expressed his congratulations on the achievement of 100 percent compliance in respect of MidCentral DHB meeting its obligations as a good employer for the fifth year in a row.

It was recommended:

that this report be received.

7.4 Purchasing and Contracting of Health and Disability Services – Disability Support Services / Health of Older People Portfolio Update

The Senior Portfolio Manager, Health of Older People Planning and Support, summarised the report dated 19 May 2015.

It was pleasing to note that the number of corrective action requests being made following provider audits was decreasing.

One of the key focus areas in the last 12 months has been on people living with Dementia, with publication of the local Dementia Framework. The Senior Portfolio Manager remarked that it was pleasing to see an emphasis on the needs of those living with Dementia in the development of the EASIE Living & Demonstration Centre being built by Enable New Zealand.

In response to a question raised by Mrs Cameron, the Senior Portfolio Manager stated that the development of lifestyle villages was increasing, and that the DHB had been invited to contribute to the development of such facilities in recent times. She noted that the focus for the older person is on having local amenities close at hand.

8. DATE OF NEXT MEETING

Tuesday, 24 November 2015 at 3:30pm

Venue: MidCentral DHB Offices, Board Room, Gate 2, Heretaunga Street, Palmerston North.

9. EXCLUSION OF PUBLIC

Recommendation: 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: Agreed.

<i>Item</i>	<i>Reason</i>	<i>Ref</i>
"In Committee" minutes of the Previous Meeting	For reasons stated in the previous agenda	

Confirmed this Tuesday 24 November 2015

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Chair