

## MIDCENTRAL DISTRICT HEALTH BOARD

Minutes of the Disability Support Advisory Committee held on Tuesday, 7 June 2016 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  
Nadarajah Manoharan  
Phil Sunderland (ex officio)  
Vicki Beagley  
Tawhiti Kunaiti

### **IN ATTENDANCE**

Kathryn Cook, Chief Executive Officer  
Diane Anderson, Board Member  
Raewyn Cameron, Manager Community Disability Support Services  
Di Traynor, Committee Secretary  
Janine Hearn, General Manager People and Culture  
Jo Smith, Senior Portfolio Manager, Health of Older People & Palliative Care  
Karen Upston, Project Co-ordinator Patient Safety and Clinical Effectiveness  
Jeff Small, Group Manager, Commercial Support Services  
Neil Wanden, General Manager, Finance & Corporate Support  
Craig Johnson, Acting General Manager, Funding & Planning  
Jill Matthews, Manager Administration and Communications  
Lydia Kirker, Communications Officer

In opening the meeting, Chair congratulated Nadarajah Manoharan on behalf of the Committee for his recognition in the Queen's Birthday honours list.

#### **1. APOLOGY**

Jonathan Godfrey  
Scott Ambridge, General Manager, Enable New Zealand  
Muriel Hancock, Director Patient Safety and Clinical Effectiveness

#### **2. LATE ITEMS**

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 declared 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 15 March 2016 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**

The Chief Executive brought Committee members up to date regarding Enable New Zealand's contracts with the Ministry of Health and ACC.

### **5. WORK PROGRAMME**

The Committee's updated Work Programme dated 30 May 2016, was taken as read.

The Chief Executive acknowledged the contribution of Enable New Zealand in the successful completion of the 2015/16 Work Programme.

It was recommended:

*that the updated work programme for 2015/16 be noted.*

### **6. STRATEGIC ISSUES**

#### **6.1 Disability Sector Update**

On behalf of the General Manager, Enable New Zealand, the Chief Executive noted the Disability Sector Update as read.

A highlight of the report had been the volume of visitors to the EASIE Living Centre since opening. Raewyn Cameron, Manager Community Disability Support Services, noted that the large number of presentations made to a wide range of community, disability and aged groups had contributed to the success of the first quarter of operation. Presentations are ongoing, and word of mouth about the Centre is spreading.

It was noted that the Central Regional CEO / Chair meeting is due to be held in Palmerston North on 14 June and a visit to the EASIE Living Centre would feature as part of that visit, providing an opportunity for Enable New Zealand to promote the Centre alongside the range of other services Enable New Zealand is able to provide to District Health Boards.

The meeting acknowledged and congratulated the EASIE Living Centre for being awarded 'Centre of the Year' by the Federation of Disability Information Centres.

The Manager, Community Disability Support Services, brought the committee up to date on the status of the DIAS / NASC review by the Ministry of Health.

Discussion ensued around a variety of topics including rural access to NASC (Needs Assessment and Service Co-ordination) services, and NASC interaction with community housing trusts.

It was recommended:

*that this report be received.*

#### **6.2 Accessibility Self Audit Update**

The Project Co-ordinator Patient Safety and Clinical Effectiveness, spoke to the report dated 7 June 2016 on behalf of the Director Patient Safety and Clinical Effectiveness.

Three self audits have been completed, with a fourth planned to be completed in June 2016.

The Committee discussed the key findings that indicated low staff awareness of health passports and low take up by staff of customer service training, and also discussed the question set. The Project Co-ordinator noted that once the fourth self-audit was complete, a review of questions would be undertaken.

It was recommended:

*that this report be received.*

## **7. OPERATIONAL REPORTS**

### **7.1 Annual Update – Stocktake of Employment Practices and Education & Development**

The General Manager People and Culture, Janine Hearn, introduced herself and spoke to the report on behalf of the Manager, Human Resources and Organisational Development, dated 15 May 2016.

MidCentral District Health Board has achieved 100 per cent compliance in the Human Rights Commission review and analysis of the good employer reporting obligations of Crown Entities in their annual reports. The Committee acknowledged the benefits for MidCentral District Health Board of having Enable New Zealand as part of its structure, given its reputation and expertise in the disability sector.

It was recommended:

*that this report be received.*

### **7.2 Annual Update – Disability Facility Stocktake**

The Group Manager, Commercial Support Services, spoke to his report dated 27 May 2016 which provided a stocktake of work undertaken on Disability Facility buildings including signage, maintenance and housekeeping requirements, physical building upgrades and new building compliance.

It was recommended:

*that this report be received.*

Deputy Chair Adrian Broad left the meeting at 4.10 pm.

### **7.3 Annual Update – New Zealand Disability Strategy Contracts**

The Senior Portfolio Manager, Health of Older People and Palliative Care, spoke to her report dated 23 May 2016.

Discussion ensued on various aspects of the report including Individualised Funding support, the 'Accelerate 25' innovation project, and dementia friendly environments.

Barbara Cameron asked about friendly environments for visual and hearing impaired people, and noted the opportunity for MidCentral DHB to work with a range of organisations in this space.

It was recommended:

*that this report be received.*

#### **7.4 Annual Communications Update**

The Manager, Administration and Communications, spoke to her report dated 26 May 2016.

The Chair noted and commended the range of initiatives undertaken in 2015/16 on communications and accessibility of DHB information to people with a disability.

It was recommended:

*that this report be received.*

#### **8. DATE OF NEXT MEETING**

Tuesday, 22 November 2016.

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:*

<b>Item</b>	<b>Reason</b>	<b>Ref</b>
<b>“In Committee” minutes of the previous meeting</b>	For reasons stated in the previous agenda	