

2.1 Confirmation of Minutes of the Board meeting held on 04 April 2012

Recommendation:

That the Minutes of the Board meeting held on 04 April 2012 be approved.

Minutes of the meeting of the Waitemata District Health Board

Wednesday 4 April 2012

held at Waitemata DHB, Boardroom, Level 1, 15 Shea Terrace,
Takapuna, commencing at 1.34p.m

BOARD MEMBERS PRESENT:

Lester Levy (Board Chair)
Max Abbott (Deputy Board Chair)
Pat Booth
Sandra Coney
Rob Cooper
Warren Flaunty
Wendy Lai
James Le Fevre
Christine Rankin
Allison Roe
Gwen Tepania-Palmer

ALSO PRESENT: Dale Bramley (Chief Executive Officer)
Rosalie Percival (Chief Financial Officer)
Andrew Brant (Chief Medical Officer)
Debbie Holdsworth (Acting Chief Planning and Funding Officer)
Paul Patton (Director of Communications)
Jocelyn Peach (Director of Nursing and Midwifery)
Phil Barnes (Director of Allied health)
Sam Bartrum (General Manager Human Resources)
Paul Garbett (Board Secretary)

(Staff members who attended for a particular item are named at the start of the minute for that item)

PUBLIC AND MEDIA REPRESENTATIVES

Lynda Williams (Auckland Women's Health Council)

APOLOGIES: Naida Glavish

KARAKIA

Rob Cooper led the Board in a karakia.

WELCOME

The Board Chair welcomed those present.

DISCLOSURE OF INTERESTS

James Le Fevre advised that he is now a member of the Australasian Society for Emergency Medicine, Hospital Overcrowding Subcommittee.

Lester Levy advised that he had resigned as a Trustee of the A+ Trust, as he had been unable to attend meetings due to clashes with other meeting commitments.

There were no identified conflicts of interest for the open part of the agenda.

PART I – Items considered in public meeting

1 AGENDA ORDER AND TIMING

Items were taken in the same order as listed in the agenda.

2 BOARD MINUTES

2.1 Confirmation of Minutes of the Meeting of the Board held on 22 February 2012 (agenda pages 1-14)

Resolution (Moved Warren Flaunty/Seconded Gwen Tepania-Palmer)

That the minutes of the Board meeting held on 22 February 2012 be approved.

Carried

Matters Arising

No issues were raised.

2.2 Confirmation of Minutes of the Special Meeting of the Board held on 14 March 2012 (agenda pages 15-18)

Resolution (Moved Gwen Tepania-Palmer/Seconded Max Abbott)

That the minutes of the Special Meeting of the Board held on 14 March 2012 be approved.

Carried

3 CHAIR'S REPORT

The Board Chair advised of an article in the Financial Times of 31 March concerning a study by the Workforce Development Authority in the United Kingdom which had identified a projected surplus of 20,000 doctors in the United Kingdom by the end of the decade. Max Abbott also commented on the changing situation in Australia, where it has become difficult to obtain placements. Both developments were seen as likely to be positive in terms of recruiting medical staff in New Zealand.

4 EXECUTIVE REPORTS

4.1 Chief Executive's Report (agenda pages 19-32)

Dale Bramley highlighted aspects of his report including:

- The visit by the Director General of Health to take place on April 11.
- The three new significant staff appointments of Cath Cronin (GM Surgical and Ambulatory Services), Dr Robyn Whittaker (Public Health Physician, Research and Innovation) and Penny Andrews (Corporate Quality Manager).

- The fundraising campaign for the Rangatira Paediatrics Unit (WellKids 2012).
- The CEO Lecture Series, with the Director General of Health, Kevin Wood, as the inaugural speaker on April 11.
- The Wilson Centre celebrating its 75th Anniversary in April and also the delivery of its new van in the previous week.
- The media coverage of the achievement for the first time of the quarterly emergency department health target of having 95% of patients admitted, discharged or transferred in six hours or less.

With regard to the Bowel Screening Pilot, the Chief Executive advised that the initial response rate had been around 65-70%. Debbie Holdsworth advised that for test results, the positivity result was now around 7%, as expected. Polyps found to date were higher in number than expected, but not inconsistent with some results elsewhere. It was too early to release quantitative data, but it was hoped to make that available by June. She also referred to the problem of participant errors outlined in the report, and that work is being done to reduce these.

With regard to Specialised Services for Older Adults (page 23 of the agenda), the Board Chair noted that this is an area where some serious traction is being achieved, including with dementia pathways, and referred to an excellent presentation given to the Disability Support Advisory Committee.

Other matters highlighted by the Chief Executive included:

- Feedback being sought from the organisation on the draft values, and discussion with the community about the new promise statement.
- Progress being made on bilateral collaboration, including the appointment of Helen Wood as GM Mental Health at Auckland DHB in addition to her existing appointment at Waitemata DHB. A paper on Maori Health Collaboration is being prepared for the next Maori Health Gain Advisory Committee meeting.
- The very favourable reaction to the Northern Regional Health Plan from the Ministry of Health.
- The Integrated Transition of Care Project (page 26 of the agenda) – a formal evaluation report had just been received (on 4 April). The response from both patients and staff to the start up phase had been positive. The aim has been to involve 80 new patients per week; however it looked like 60 would be the feasible number. The Project had been launched formally in the previous week and was seen as a very good integrated project across both funder and provider.
- With regard to clinical leadership, Andrew Brant and himself had attended theatre on the proceeding Friday and had learned a lot. Their current emphasis is moving from the Emergency Department to the operating theatres. He also found the team approach being shown at the Hospital Advisory Committee meetings very encouraging.

Matters covered in discussion or response to questions included:

- Reviewing Surgical Registrar training included looking at the impact of a rapid electives environment, considering how training needs are met without slowing processes down.
- The Board Chair pointed out that collaboration must always be a two way process. He noted that the vascular surgeons and interventional radiologists would like to collaborate across Auckland and Waitemata DHBs and requested that the two Chief Medical Officers have a discussion about what collaboration in these areas would look like.

The Chief Executive noted the major improvement with the Did Not Attend rate for Maori Health and that immunisation for Maori children in the Waitemata DHB area is now at the same level as for the population as a whole. He also noted the recent recruitment of Maori clinical staff in respiratory and diabetes services and in the Planning and Funding team. The Board Chair noted that he would like to see Auckland and Waitemata DHBs aligned in this approach to Maori specific clinical positions.

Resolution (Moved James Le Fevre/Seconded Max Abbott)

That the Chief Executive's Report be received.

Carried

4.2 Communications Report (agenda pages 33-36)

The Director of Communications provided additional comment on the Wellkids 2012 fundraising initiative for the Rangatira Paediatrics expansion. This was progressing well, with the media very interested and supportive. In addition to the Western Leader and other Fairfax local newspapers, the Sunday Star Times would also feature the initiative. Discussions were also taking place with TVNZ.

Allison Roe offered to assist Paul Patton in connecting with the Takapuna Business Association and the North Harbour Association, to seek their involvement.

In answer to a question, Paul Patton advised that the flow of new OIA requests had eased in the last two weeks (since the agenda report was written). Dale Bramley advised that if it is clear that an OIA request will tie up a staff member for many days, the policy is to charge for the response. Sometimes it is effective to go back to the requester of the information and explain what is involved, which may lead to the scope of the request being reduced.

Resolution (Moved James Le Fevre/Seconded Max Abbott)

That the report be received.

Carried

5 DECISION PAPERS

There were no decision papers.

6 PERFORMANCE REPORTS

6.1 Financial Performance (agenda pages 37-52)

Rosalie Percival (Chief Financial Officer) presented this report.

Responses to questions raised included:

- Waitemata DHB continues to receive independent review and advice from Roger Kerr. If anything changes in the market, he will advise on that.
- A check would be made of the basis for calculation of the medical wards average occupancy figure of 106% (page 39 of the agenda) and whether that

was an average over 24 hours. Budgets are being reviewed in terms of bed occupancy levels.

- Dale Bramley advised that there is a trust in Rodney which provides \$250,000 per year to assist people needing access to surgery. Debbie Holdsworth will be talking to them about the possibility of working together.
- The disputed billings to Auckland University (page 51 of the agenda) relate to staff members who work with the University. More details would be provided for Warren Flaunty.

Resolution (Moved James Le Fevre/Seconded Max Abbott)

That the following performance reports for the month and attachments be received:

- 1 Financial Performance – DHB Consolidated**
- 2 Financial Performance – DHB Arms**
- 3 Financial Performance – Other Indicators/ Trends**
- 4 Capital Expenditure**
- 5 Financial Position**
- 6 Cashflow Statement**
- 7 Treasury**

Carried

7 COMMITTEE REPORTS (agenda pages 53-74)

7.1 Hospital Advisory Committee Meeting held on 22 February 2012

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That the Draft Minutes of the Hospital Advisory Committee Meeting held on 22 February 2012 be received.

Carried

7.2 Auckland and Waitemata DHB Community and Public Health Advisory Committees Meeting held on 14 March 2012

It was noted that when the minutes are approved by the Committee, there will be a correction in the last paragraph of text before the resolution on item 4.2, with “Debbie Holdsworth” amended to read “Deborah Dalliessi”.

It was agreed that the final submission on the Inquiry into Determinants of Wellbeing for Maori Children, as forwarded to the Maori Affairs Committee, would be circulated to all Board members.

Resolution (Moved Warren Flaunty/Seconded Gwen Tepania-Palmer)

That the Minutes of the Auckland and Waitemata DHB Community and Public Health Advisory Committees Meeting held on 14 March 2012 be received.

Carried

8 INFORMATION PAPERS

There were no information papers.

9 RESOLUTION TO EXCLUDE THE PUBLIC (agenda pages 75-78)

Resolution (Moved Christine Rankin/Seconded Max Abbott)

That, in accordance with the provisions of Schedule 3, Sections 32 and 33, of the NZ Public Health and Disability Act 2000:

The public now be excluded from the meeting for consideration of the following items, for the reasons and grounds set out below:

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
<p>1. Minutes of the Meeting of the Board with Public Excluded (22/02/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>2. Special Meeting of the Board with Public Excluded (14/03/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>3. Minutes of the Hospital Advisory Committee with Public Excluded (22/02/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>4. Minutes of the Audit and Finance Committee with Public Excluded (14/03/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
<p>5. Minutes of the Community and Public Health Advisory Committee with Public Excluded (14/03/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>6. Minutes of the Wilson Home Trust (16/12/11)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>7. Minutes of the Wilson Home Trust (22/02/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>8. Minutes of the Three Harbours Trust (22/02/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>9. Lease</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
10. Business Case	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>
11. Child Health	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Obligation of Confidence The disclosure of information would not be in the public interest because of the greater need to protect information which is subject to an obligation of confidence.</p> <p>[Official Information Act 1982 S.9 (2) (ba)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>
12. Commercial Banking Arrangements	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
13. Capacity Plan 2012	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>

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14. Consultants and Contractor Appointment	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations. [Official Information Act 1982 S.9 (2) (j)]</p>
15. Contractor Appointment	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations. [Official Information Act 1982 S.9 (2) (j)]</p>
16. Collaboration	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Obligation of Confidence The disclosure of information would not be in the public interest because of the greater need to protect information which is subject to an obligation of confidence. [Official Information Act 1982 S.9 (2) (ba)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations. [Official Information Act 1982 S.9 (2) (j)]</p> <p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]</p>

Carried

The meeting in open session concluded at 2.28p.m.

SIGNED AS A CORRECT RECORD OF THE MEETING OF THE WAITEMATA
DISTRICT HEALTH BOARD - BOARD MEETING 4 APRIL 2012

_____ CHAIR

**Actions Arising and Carried Forward from Previous Board Meetings
as at 8 May 2012**

Meeting Date	Agenda Ref	Topic	Person Responsible	Expected Report back	Comment
Board 4/4/12	3	Information from Financial Times to be forwarded to Board members.	Lester Levy / Paul Garbett		E-Mailed to Board members 25/04/12
Board 4/4/12	4.1	Collaboration – Chief Medical Officer requested to discuss collaboration possibilities for vascular surgeons and interventional radiologists with his counterpart at Auckland DHB.	Andrew Brant		Meetings underway with ADHB. Dr Brant is leading these.
Board 4/4/12	6.1	Financial Performance Report (p.39) – check to be made of basis for calculation of medical wards’ average occupancy figure of 106% and whether that was an average over 24 hours. (p51) – information on disputed billings to Auckland University to be provided to Warren Flaunty.	Rosalie Percival		- This 106% represents the maximum number of beds occupied compared to beds budgeted YTD to Feb-12. NB, Medical & Health of Older Adults services planned to flex beds over summer and this did not eventuate. Therefore the occupancy is not against physical/available beds. - Issue resolved, Warren Flaunty advised.
Board 4/4/12	7.2	Board’s final submission to the Maori Affairs Committee Inquiry into Determinants of Wellbeing for Maori Children to be circulated to Board members.	Paul Garbett		E-Mailed to Board members 16/04/12

