

**MINUTES OF THE MEETING OF THE
NORTHLAND DISTRICT HEALTH BOARD**

**HELD ON MONDAY 27 AUGUST 2018
TANGIHUA ROOM, TOHORA HOUSE, NORTHLAND DHB
COMMENCING AT 10.45AM**

PRESENT

Sally Macauley (Chair)
Sue Brown (Deputy Chair)
Denise Jensen
Debbie Evans
Craig Brown
Colin Kitchen

Libby Jones
Gary Payinda
Sharon Shea
John Bain
June McCabe

IN ATTENDANCE

Nick Chamberlain, Meng Cheong, John Wansbone, Jeanette Wedding (part), Pip Zammit, Michael Roberts (part), Andrew Potts (part), Ian McKenzie (part), Alan Davis (part), Neil Beney (part) Kathryn Leydon, Paula Douglas (minutes)

APOLOGIES

None noted.

REGISTER OF INTERESTS

The Register of Interests was noted and updated.

ATTENDANCE REGISTER

Register was noted

Meeting was opened with a Karakia by Sally Macauley.

1. BOARD MINUTES

1.1 Confirmation of Minutes 16 July 2018

***IT WAS MOVED THAT** the minutes of the meeting held on 16 July 2018 be accepted*

**Sue Brown / John Bain
Carried**

1.2 Matters/ Actions Arising

1.2.1 Locally sourced food

- Paper was noted.
- 16% of the food provided at the NDHB is locally sourced with a view of this being increased to 20%

1.2.2 Report on handover process within hospital teams – Deferred to October meeting.

1.2.3 Update on the Health and Safety action plan

- Quarterly report has been included as an agenda item
- Update on an action plan: The review was conducted 2.5 weeks ago and a summary will be available for the next meeting.

2. QUALITY & SAFETY GOVERNANCE REPORT

2.1 Summary Report – July 2018

- Report was taken as read.
- Patient story 1 is a good example of a number of people contributing positively to a patient's journey.
- The evidence of equity in our reporting is not sufficient although it is part of the DHB statement. This will be changed. Suggested a deep dive exercise be undertaken on a regular basis to report on this.
- The DHB have an ongoing obligation to the Treaty in relation to doing better for Māori.
- Pat Sneddon's report from the next regional meeting to be included in the next Board agenda papers.
- Consultation is underway with the community in relation to Maori Health priorities.

2.2 Audit Programme

- Paper taken as read.
- Noted that audit 84 services should read Obstetrics and Gynaecology.

2.3 Patient Experience Surveys

- Patient Experience Surveys have shown tracked improvement each month.
- Using data obtained from the patient surveys to drive improvement.
- Posters showing detailed information on display in the meeting room.

3. CHAIR'S REPORT

The Chair spoke to the report, which was received and taken as read

Key Issues and Discussion Points

- Correspondence relating to the opposition of fluoridation of water was noted as received.
- 28 September – Opening of stage one of the Bay of Islands Hospital redevelopment. There will be a 5.00am dawn blessing followed by an official opening at 10.00am.
- Correspondence was sent to Dr Graham Fenton from Moerewa congratulating him on his receipt of the Eric Elder Medal for longstanding services to the region.

IT WAS MOVED that the Board ***receives*** the inwards correspondence.

***Craig Brown / June McCabe
Carried***

4. CEO'S REPORT

The CEO spoke to his report, which was received and taken as read

Key Issues and Discussion Points

- Health and social care coordination project is positive.
- A review of health targets was signalled – there is not much detail at this time but is focused on accountability and meaningful measures.
- Current health targets tracking well with the exception of ED stays and immunisation.

5. DECISION PAPERS

Draft 2019 Board and Committee Meeting Schedule

- January meeting date will stay with an amended June date to avoid Queen's Birthday.

IT WAS MOVED that the Board approves the draft 2019 meeting schedule subject to the amendment as discussed, being made.

Sue Brown / June McCabe
CARRIED

6. SYSTEM PERFORMANCE

6.1 Quarterly Health and Safety Report

- The report was taken as read.
- Lost time injuries benchmarked against other organisations – NDHB are tracking ahead of other organisations.

6.2 Health Targets

- The report was taken as read.

6.3 Finance Report

- The report was taken as read.
- It is the first month of new financial year.
- A small surplus noted of \$184k for this month.
- The budget process has been completed and put to Board for approval.

6.4 NDHB Funded Services Dashboard

- The report was taken as read.

7. INFORMATION REPORTS & UPDATES

7.1 Update on the Havelock North drinking water inquiry: Stage 2

- There is now significant enforcement of compliance issues in regards to water supplies which is impacting on drinking water assessment units.
- 80% of non-compliant water supplies are in limbo awaiting reports.
- 2-3 additional Drinking Water Assessor positions are required in Northland.
- Currently have boiled water notices in Kaeo.

7.2 Neighbourhood Healthcare Homes Programme Evaluation

- Participants of the initiative have been included in this paper.
- Methodology was qualitative.
- Feedback indicates there is enhancement of practices.
- There are still issues of access in areas where there is poor internet coverage.
- Nursing staff are very supportive of the initiative
- GPs have provided mixed responses in relation to impact on their workload.

IT WAS MOVED THAT the Board

1. **Receives** the attached report, "Process Evaluation of Northland Neighbourhood Healthcare Homes – the First Year of Implementation."
2. **Notes** an initial outcome evaluation will be undertaken with the support of EY New Zealand. The outcome evaluation report will be delivered by the end of 2019.
3. **Notes** the attached paper to CPHAC/DiSAC

8. NEXT MEETING DETAILS

The next meeting will be held at 10.45am on Monday 8 October 2018 at the Tangihua Meeting Room, Tohora House, Whangarei Hospital

Health and Safety visit to Whangarei Hospital kitchens undertaken by Board.

9. RESOLUTION TO EXCLUDE THE PUBLIC

Additional paper regarding appointments to healthAlliance Board. Appointments to be expedited so cannot wait until the October Board meeting.

Recommendation:

That the public be excluded from the following part of this meeting, under Schedule 3, Clause 32 of the NZ Public Health & Disability Act 2000 and in accordance with the Official Information Act 1982 as detailed in the table below;

Agenda item and general subject of the matter to be discussed		Reason	Reference
10.	Confirmation of minutes for meeting held 16 July 2018 – public excluded session	For reasons given in the previous meeting	
11.	Risk Management/Initiatives	Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(i) 9(2)(j)
12.	Decision Papers 12.1 Mortuary Services 12.2 Primary Options Programme 12.3 Draft 2018/19 Budget 12.4 Programme Business Case – Service and Campus Redesign 12.5 Accommodation Whangarei Community Mental Health Services. 12.6 healthAlliance Board appointments.	Commercial Activities: To enable the Board to carry out, without prejudice or disadvantage, commercial activities Negotiations. To enable the Board to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(i) 9(2)(j)
13.	Information Updates	Commercial Activities: To enable the Board to carry out, without	9(2)(i)

	13.1 Project Office Report	prejudice or disadvantage,	
	13.2 Primary and cCommunity Care Deep Dive.	commercial activities	
	13.3 Whangaroa Health Services Trust.	Negotiations. To enable the Board to carry out, without prejudice or disadvantage,	9(2)(j)
	13.4 Helicopter Patient Transfer Services.	negotiations (including commercial and industrial negotiations)	
	13.5 Regional Collaborative Community Care Project Update.		

IT WAS MOVED THAT *the public be excluded.*

**Sally Macaulay / Colin Kitchen
CARRIED**

10. CONFIRMATION OF MINUTES

The minutes were confirmed

11. RISK MANAGEMENT/ INITIATIVES

The updates were discussed

12. DECISION PAPERS

The submissions were approved

13. INFORMATION UPDATES

The updates were discussed

The meeting closed at 3.57pm

Confirmed that these minutes constitute a true and correct record of the proceedings of the meeting

CHAIR _____

DATE _____