

**NORTHLAND DISTRICT HEALTH BOARD  
MINUTES OF THE MEETING OF THE  
HOSPITAL ADVISORY COMMITTEE**

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**HELD ON MONDAY 11 MARCH 2019  
TANGIHUA MEETING ROOM, TOHORA HOUSE, WHANGAREI HOSPITAL**

**COMMENCING AT 9.00 AM**

**PRESENT**

John Bain (Chair)  
Sally Macauley            Denise Jensen  
Debbie Evans            Sue Brown  
Libby Jones              Gary Payinda

**IN ATTENDANCE**

Nick Chamberlain, Paul Welford, Meng Cheong, Ian McKenzie, Mark McGinley, Mike Roberts, Sheryll Beveridge, Kathryn Leydon, Liz Inch, Sarah Fox (minutes)

Board Member - Craig Brown  
Member of the Public - Beryl Wilkinson

**APOLOGIES**

No apologies were received.

**CONFLICTS OF INTEREST**

Noted.

**1.0 COMMITTEE MINUTES**

**1.1 Confirmation of Minutes 8 October 2018**

**It was moved that the minutes of the meeting held on 8 October 2018 be approved**

**MOVED Libby Jones SECONDED Sally Macauley CARRIED**

**1.2 Matters/Actions Arising**

**1.2.3 Update on hospital discharge process**

- Item to be presented at Board meeting

**1.3 Confirmation of Minutes – Meeting 29 January 2019**

**It was moved that the minutes of the meeting held on 29 January 2019 be approved**

**MOVED Libby Jones SECONDED Sally Macauley CARRIED**

**2.0 CHAIR'S REPORT**

The Chair noted the recent strike action by a number of unions.

**3.0 SYSTEM PERFORMANCE**

**3.1 Operational Report**

- A number of factors have contributed to creating an environment of high pressure. This is most notably evidenced by the increased activity in Whangarei Hospital Emergency Department over the Christmas holiday period. Measures were put in place at the time to manage the

increased demand and initiatives are being implemented to avoid or mitigate similar issues in future.

- A recommendation has been issued from the Coroners' Office that no patients are to be provided with a metal hoop bed lever due to fatalities at other DHBs. Steps have been put in place to remove such bed levers from use.
- There have been a high number of patient watches, many of which have been for patients with delirium. A working group has been convened to look at prevention and management of delirium.
- The 'Hospital at Night' programme is reviewing improvements to the way Whangarei hospital runs at night through workstreams such as managing workload and investigating better use of technology.
- A position on elective targets has been agreed with the Ministry of Health.
- The Meningococcal W immunisation programme is coming to an end. 60% of the target community has been vaccinated.
- Management and clinicians continue to collaborate on measures to alleviate financial pressures.
- Recruitment for the Geriatrician vacancies is progressing and interviews will take place later in the week.
- It was noted that acute hospital readmissions had increased over the reporting period and that this may be a seasonal variation. **Further information on this is to be provided at the next meeting.**
- A request was made for clarification of how the timeframe for Emergency Department patient waiting time is calculated. **This clarification will be provided at the next meeting.**
- The use of GP clinics to ease patient load in ED over Christmas period was useful as an emergency measure but was not as effective as expected.
- A meeting to discuss Proceeds of Crime funding for addiction support services is to take place in May.
- There was discussion on the funding of after-hours GP services at district hospitals. **A report will be brought to the next meeting.**
- Investigations commenced last year into dispensing medicines to patients on discharge rather than giving patients prescriptions to take to a community pharmacy. **A report will be brought to the next meeting.**
- Community consultation on maternity services has taken place in Kaitaia and Dargaville. **Results will be reported at next meeting.**
- Prevention of caries data was noted to be misreported in the report.

### 3.2 Financial Report

- It was agreed that a précis of the Financial Report be included in the report but discussion would be at the Board meeting.
- DHB-owned services reported a small surplus against budget mainly as a result of staff leave taken over the Christmas holiday period.
- There is an unfavourable result against the year-to-date budget. The major contributors to increased costs are high locum use across the hospitals and the Meningococcal W campaign. It is expected that there will be some reimbursement for unused vaccines.
- The February report shows unfavourable variances across the majority of services, largely due to locum use. Over-expenditure in Facilities is due to maintenance work and additional security services at Whangarei and Bay of Islands hospitals.

- The forecast for the DHB shows figures currently tracking close to budget. Risks to meeting this are Holiday Pay Act calculations and the potential impact to costs of the Whangarei hospital site redevelopment.

#### 4.0 GENERAL BUSINESS

##### 4.1 Laboratory Services Update – Mark McGinley, Acting GM Surgical, Pathology and Ambulatory Services

There was a presentation on the Blood Bank re-accreditation status. There was discussion on the use of external support staff during the review period and the staffing required to cover the service in future. It was agreed that formal thanks be given by the Chief Executive to Counties Manukau DHB, Hawkes Bay DHB and NZ Blood Service for their support.

#### 5.0 NEXT MEETING DETAILS

The next meeting will be held at 9.00am on Monday 15 April 2019, Te Waka Hauora, Kaitaia Hospital.

#### 6.0 RESOLUTION TO EXCLUDE THE PUBLIC

Recommendation:

“That the public be excluded from the following part of this meeting, under Schedule 4, Clause 34 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
7.0	Confirmation of Public Excluded Minutes – Meeting 29 January 2019	Negotiations. To enable the Community & Public Health and Disability Support Advisory Committee and the Hospital Advisory Committee to carry out, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(j)

It was moved that the Board move into Public Excluded meeting.

**MOVED** Sally Macauley **SECONDED** Libby Jones **CARRIED**

There being no further business the meeting closed at 10:26am

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CHAIR

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DATE