

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

HELD ON TUESDAY 05 JUNE 2018

COMMUNITY SERVICES CONFERENCE ROOM, DARGAVILLE HOSPITAL

COMMENCING AT 11.00AM

PRESENT

Sally Macauley (Chair)	Libby Jones
Sue Brown (Deputy Chair)	Colin Kitchen
Denise Jensen	Gary Payinda
Debbie Evans	Sharon Shea (via Teleconference)
Craig Brown	

IN ATTENDANCE

Nick Chamberlain, Meng Cheong, Neil Beney, John Wansbone, Harold Wereta, Pip Zammit, Margareth Broodkoon, Liz Inch, Kathryn Leydon, Paula Douglas (minutes), Jodie Moselen (minutes)

APOLOGIES

John Bain
June McCabe

FIRE PROCEDURES

The fire exits were noted

REGISTER OF INTERESTS

The Register of Interests was noted

Amendments to register for Sharon Shea

- Deletion – Consultant work for Auckland and Waitemata DHB Maori Workforce Development Agency
- Addition – Consultant work with Te Ha Oranga/ Te Runanga O Ngati Whatua

The Chair acknowledged Jonny Wilkinson and his recent appointment as a member of the Order Of New Zealand. A letter of acknowledgment to be sent to him on behalf of Northland DHB Board.

The Chair expressed her appreciation of the 'Prescribe' magazine and offered her congratulations to the Communications team.

ATTENDANCE REGISTER

Register was noted

1. BOARD MINUTES

1.1 Confirmation of Minutes 23 April 2018

IT WAS MOVED THAT the minutes of the meeting held on 23 April 2018 be accepted

MOVED Libby Jones SECONDED Colin Kitchen

CARRIED

1.2 Matters/ Actions Arising

1.2.1 Full report on Smoking Cessation initiatives to be provided

- A decrease in targeted results from the health providers working on the smoking cessation project has prompted a look at corrective actions that may be taken to increase results within six months
- There has been a three percent turnover in staff working on the smoking cessation initiative

1.2.2 Report on availability of wheelchairs and crutches

- Most hospital wheelchairs are prescribed by Occupational Therapists. If not in stock they will take approximately six to ten days while they are hired from an external source
- At any one time there are sixty wheelchairs on loan to patients
- After an investigation into a patient complaint on a delay in getting a wheelchair it was determined that this was a one-off and generally there are no issues with delays to patients

1.2.3 Report on Auckland University review of Neighbourhood Healthcare Homes

- Auckland University are presenting their draft evaluation to Northland DHB in June
- Draft evaluation will be presented to the Board at its July meeting
- **Presentation on draft evaluation from Auckland University on Neighbourhood Healthcare Homes**

1.2.4 Report into the status of the Northland DHB and PHO Neighbourhood Healthcare Homes partnership

- There are currently two providers under the PHO partnership these are Te Hiku and Broadway
- Work is continuing with these providers as the implementation of data and funding is causing some delays
- There will be an approximate delay of twelve months on the initiatives in order for accreditation processes to be completed
- Te Hiku is currently reviewing its data which will be presented in a report to the Board once analysed

1.2.5 Status update on the Maori Health Services review

- The project plan was presented to ELT for their review
- The focus on the review is to determine if the current services Northland DHB contract are the best fit for purpose as well as investigating new initiatives
- The current funding for Maori health will remain in the Maori Health Directorate. A steering group will be formed to determine priorities

2. QUALITY & SAFETY GOVERNANCE REPORT

Summary Report – May 2018

- Northland DHB is tracking well in addressing complaints within 20 working days
- The overall number of complaints received has decreased
- SAC events are recorded in the report at the conclusion of the post event analysis. While the number of SAC events was higher than normal for April this includes multiple events over a long period of time and is not when the event originally took place
- The implementation of the new falls with harm patient plans has been rolled out with good results
- Work is underway to address an increase of staff harm from patients particularly in ED and Mental Health including the use of new de-escalation techniques
- More work is to be completed on antibiotic usage within the hospitals
- There has been an increase in the number of complaints from patients regarding food quality and timing. Requested that this be compared with next month's results to check if this is a continuing trend that requires further investigation
- **Report on food quality results taken from the patient survey to be presented at the next meeting**

3. CHAIR'S REPORT

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

Key Issues and Discussion Points

- The Government has appointed Dr Ashley Bloomfield as the new Director-General of Health
- The Health and Disability review is to be discussed at the upcoming Regional Governance meeting
- A meeting between the Minister of Health's Office and Northland DHB Board Chair, Chief Executive Officer, Chief Financial Officer and General Manager Planning, Integration, People and Performance is to be held in late June to discuss the Annual Plan

4. CEO'S REPORT

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

Key Issues and Discussion Points

- EY has completed a review of the Neighbourhood Healthcare Homes (NHH) model of care in the Midlands region with positive results
- Northland DHB is currently putting on hold the providers in Tranche Three of the project to better support those practices included in the first two groups
- A significant investment has been made into the NHH initiative resulting in impressive results, including a 20 percent reduction in ASH rates and ED presentations
- Work on the Collaboration Kaupapa continues. While Northland DHB is an ex officio in the trust it works closely with it to support as required
- There has been a decline in the immunisation rates for April. They currently sit at 81 percent
- Recent data analysis shows that there has been an increase in daily presentations to ED with numbers increasing from 92 to 110 per day on average
- Provisional figures show that for April 100 percent of patients with a high suspicion of cancer commenced treatment within 42 days

- Northland DHB has exceeded the target of 95 percent for raising healthy kids as 100 percent of obese children identified in the B4 School Check programme are offered a referral to a health professional for assessment
- Work on the Calderdale Framework continues with ELT, Service Managers and professional leads attending introductory workshops in May
- Public health nurses 'On the spot' project is progressing well with good uptake across the nursing team
- The 2018 Te Tai Tokerau Nursing and Midwifery awards were held in May with great success
- 37 out of the 40 health care assistants who completed the certificate in Health and Wellbeing have been retained at Northland DHB six months since gaining their certificate

5. DECISION PAPERS

There are no matters for consideration

6. SYSTEM PERFORMANCE

6.1 Quarterly Health and Safety Report

General Manager Planning, Integration, People and Performance spoke to the report which was taken as read

Key Issues and Discussion Points

- In the quarter January to March there were no lost time injuries reported
- There was an increased rate of reported events regarding inappropriate or aggressive behaviour towards staff by a patient for the reported quarter. Work is currently underway to address this including new de-escalation procedures
- While there are no other comparative figures against other DHBs on the usage of the EAP service Northland does have a low rate of usage at 8 percent against the average usage per DHB of between 30-70 percent
- **An update on the Health and Safety action plan will be presented to the Board at the July meeting**

6.2 Health Targets

- Paper taken as read

6.3 Finance Report

The Chief Financial Officer spoke to the report which was taken as read

Key Issues and Discussion Points

- The year to date consolidated financial result is a deficit of \$4941k against a budgeted deficit of \$4375k resulting in an unfavourable variance of \$566k
- DHB owned services expenditure excluding capital charge was \$560k favourable to budget for the month
- Financial pressure on Surgical Services and Bay of Islands Hospital has increased for the month of April
- Currently there is a deficit of \$8.1m for the region compared to the \$8.4m budgeted
- The asbestos event in Central Stores in May will have an impact to the year end result
- Northland DHB continues to work closely with NZHPL on the sweep

6.4 NDHB Funded Services Dashboard

The Chief Financial Officer spoke to the report which was taken as read

Key Issues and Discussion Points

- IDF accruals and washup has resulted in an unfavourable result for the month
- A large variance in the Health of Older People (HOP) service is due to pay equity (of which most is funded)

7. INFORMATION REPORTS & UPDATES

7.1 New Northland Health Strategy

General Manager Planning, Integration, People and Performance spoke to the report which was taken as read

Key Issues and Discussion Points

- Board member Sharon Shea declared a conflict on interest in this matter
- The development of the new Northland Health Strategy will be taking place over the next nine months
- An update on the strategy is scheduled to be presented to the Board later in 2018 with the Board's final approval on the plan set for January/February 2019
- This plan will have a greater focus on short term processes
- Requested that the strategy also include broader sector issues facing Northland as a region

IT WAS MOVED THAT the above paper be received with the provision that the Northland Health Strategy includes a focus on broader sector issues facing the Northland region

MOVED Craig Brown SECONDED Libby Jones

7.2 Systems Level Measures

General Manager Planning, Integration, People and Performance spoke to the report which was Taken as read

Key Issues and Discussion Points

- System Level Measures (SLM) are used as a monitoring tool for the health system
- Using these measures the Ministry will co-ordinate some payments for PHOs
- The SLM framework will work alongside Results Based Accounting (RBA) measures used by Northland DHB when negotiating provider contracts
- It was noted that it is important that the focus on equity is systemised going forward to ensure that the level of result is increased. The needs of all people are required to be taken in to account to ensure that all ethnicities are considered when the needs relating to equity are determined

	Naming of Buildings		
13.	Information Updates 13.1 Relocation of Central Stores 13.2 Project Office Report 13.3 Whangarei Hospital Redevelopment Sponsoring Group Programme Status Report	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)

IT WAS MOVED THAT the Board move into Public Excluded meeting

MOVED Denise Jensen SECONDED Craig Brown

CARRIED

The Board members visited Timatanga Hou detox unit at Dargaville Hospital

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 4.24pm

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

CHAIR _____

DATE _____