



Northland District Health Board

Hospital Advisory Committee
Community & Public Health
and
Disability Support
Advisory Committee

AGENDA

DATE: Tuesday 29 January 2019

TIME: 10.00am

VENUE: Tangihua Meeting Room
Tohora House
Whangarei Hospital

NORTHLAND DISTRICT HEALTH BOARD
Te Poari Hauora Ā Rohe O Te Tai Tokerau



AGENDA

HAC CPHAC/DiSAC MEETING TUESDAY 29 JANUARY 2019

10.00am	Karakia	
	Apologies	
	Sue Brown	
	Registers of Interests	3
	<ul style="list-style-type: none">• Does any member have an interest they have not previously disclosed?• Does any member have an interest that may give rise to a conflict of interest with a matter on the agenda?	
	Attendance Registers	7
	1.0 Next Meeting Details	9
10.00am	2.0 Resolution to Exclude the Public	10

HAC CPHAC/DiSAC MEETING – PART II

	3.0	Draft Annual Plan 2019/20	
12.30pm		Closure	

HAC INTERESTS REGISTER

Name	Nature of Interest	Date Updated
BAIN John (Chair)	<ul style="list-style-type: none"> • Councillor - Northland Regional Council • Member – St John Chapter • Director - Noble Imports Ltd. • Director -Banjo Trading Co Ltd • Trustee – Northland Road Safety Trust 	8/10/18
BROWN Sue	<ul style="list-style-type: none"> • Owner and Executive Director – Papatoetoe Residential Care • Chair – Auckland Northland Regional Bridge Committee • Treasurer – Kerikeri RSA • Business Advisor – Andra Healthcare Ltd 	23/1/18
EVANS Debbie	<ul style="list-style-type: none"> • CEO – Kaipara Community Health Trust (KCHT) • KCHT Community Representative – Kaipara Total Health Care Joint Venture Board • KCHT Representative Kaipara Care Committee • Member Dargaville Integrated Family Health Centre Committee • Member – Northland Community Foundation Grassroots Funding Allocation Committee • Member – Rural Women • Member Habitat for Humanity Dargaville Sub-committee <p>Family Members associated with NDHB employment/programmes</p> <ul style="list-style-type: none"> • Bernadette Buisman, Registered Nurse – Renal Unit • George McNally, Lecturer at North Tec – Nursing Department 	29/5/17
JENSEN Denise	<ul style="list-style-type: none"> • Chief Financial Officer and Company Secretary – New Zealand Refining Company Limited • Chair – Independent Petroleum Laboratories Limited • Director – New Zealand Refining Nominees Limited • Chair of Trustees – The New Zealand Refining Company Pension Fund 	5/12/16
JONES Libby	<ul style="list-style-type: none"> • Councillor – Kaipara District Council • Deputy Chair – Otamatea High School • Deputy Chair - Rural Support Northland • Trustee - Sport Northland • Deputy Chair - Paparoa Medical Society • Member - Rural Health Alliance Aotearoa New Zealand (RHAANZ) • Manager Jigsaw North Family Services • Trustee – Volunteering Northland 	27/8/18
MACAULEY Sally	<ul style="list-style-type: none"> • Representative - Northern Regional DHB Executive • Councillor – Far North District Council • FNDC Committee member: Corporate, Strategy and Operations • Chairman – FNDC Creative Communities – Creative NZ • Chairman – Northland Community Response Forum (MSD) • Chairman – Bay of Islands Arts Festival Trust • Director/Trustee – Kerikeri International Piano Competition Trust 	10/4/17

Name	Nature of Interest	Date Updated
	<ul style="list-style-type: none"> • Director – Kaikohe Education Trust • Director- Kaikohe Community and Youth Centre Trust • Judicial and Ministerial Justice of the Peace – Far North Justice of the Peace Association Inc. • Latterly visiting Justice Northern Regional Corrections Facility • Northern Regional Representative – Benefits Review Committee (WINZ) • Director - Turner Arts Centre, kerikeri <p>Peter Macauley (Husband)</p> <ul style="list-style-type: none"> • Partner Palmer Macauley Lawyers • Member of Priority Chapter NZ St John 	
PAYINDA Gary	<ul style="list-style-type: none"> • Employee – Northland DHB • Member – Huanui College Advisory Board • Medical Director for Surf Lifesaving New Zealand • Expert advisor – Health and Disability Commissioner • Member – NZ Medical Assistance Team <p>Kristy Wolff (Wife)</p> <ul style="list-style-type: none"> • Employee - Northland DHB 	13/11/17

CPHAC/DiSAC INTERESTS REGISTER

Name	Nature of Interest	Date Updated
Libby Jones (Chair)	<ul style="list-style-type: none"> • Councillor – Kaipara District Council • Deputy Chair – Otamatea High School • Deputy Chair - Rural Support Northland • Trustee - Sport Northland • Deputy Chair - Paparoa Medical Society • Member - Rural Health Alliance Aotearoa New Zealand (RHAANZ) • Manager Jigsaw North Family Services • Trustee – Volunteering Northland 	27/8/18
Craig Brown	<ul style="list-style-type: none"> • Trustee - Serene Trust • Justice of the Peace 	26/3/18
Sue Brown	<ul style="list-style-type: none"> • Owner and Executive Director – Papatoetoe Residential Care • Chair – Auckland Northland Regional Bridge Committee • Treasurer – Kerikeri RSA • Business Advisor – Andra Healthcare Ltd 	23/1/18
Beth Cooper	<ul style="list-style-type: none"> • Employee, NorthTec • Employee – Habitat for Humanity • Volunteer, Achieve 2B • Volunteer, Civil Defence, Northland Regional Council • Contractor for Big Tree Studio (Pilates) 	24/9/18
Colin Kitchen	<ul style="list-style-type: none"> • Councillor – Far North District Council (Te Hiku Ward) • Member – FNDC Community Development and Services Committee • Member – FNDC Audit and Finance Committee • Chairman – Northland Civil Defence Emergency Management • FNDC representative on Volunteering Northland • FNDC representative on Sport Northland • Member Executive Committee – Kaitia RSA <p>Raina Kitchen (Wife)</p> <ul style="list-style-type: none"> • Employee – Whakawhiti Ora Pai Community Health Service 	27/8/18
Sally Macauley	<ul style="list-style-type: none"> • Representative - Northern Regional DHB Executive • Councillor – Far North District Council • FNDC Committee member: Corporate, Strategy and Operations • Chairman – FNDC Creative Communities – Creative NZ • Chairman – Northland Community Response Forum (MSD) • Chairman – Bay of Islands Arts Festival Trust • Director/Trustee – Kerikeri International Piano Competition Trust • Director – Kaikohe Education Trust • Director- Kaikohe Community and Youth Centre Trust • Judicial and Ministerial Justice of the Peace – Far North Justice of the Peace Association Inc. • Latterly visiting Justice Northern Regional Corrections Facility • Northern Regional Representative – Benefits Review 	23/1/17

Name	Nature of Interest	Date Updated
	Committee (WINZ) Peter Macauley (Husband) <ul style="list-style-type: none"> • Partner Palmer Macauley Lawyers • Member of Priority Chapter NZ St John 	
SHEA Sharon	<ul style="list-style-type: none"> • Principal - Shea Pita Associates Ltd • Board member – Auckland DHB • Board member Alliance Health Plus PHO • Consultant - Auckland and Waitemata DHB Maori Workforce Development project • Contract with Hapai te Hauora • Director, Healthcare Applications Ltd • Consultant Te Ha Oranga/Te Runanga o Ngati Whatua • Member - Maori Health Expert Advisory Group Iwi Affiliations: Ngati Ranginui, Ngati Hine, Ngati Hako and Ngati Haua Morris Pita (Husband) <ul style="list-style-type: none"> • Part owner Turuki Pharmacy Ltd, Auckland • Board member - Waitemata DHB • Shareholder and Director - Healthcare Applications Ltd 	19/11/18
Beryl Wilkinson	<ul style="list-style-type: none"> • President, Executive Chair - Age Concern, Whangarei • Member - Health Quality & Safety Commission Falls Prevention and Medication Expert Advisory Groups 	15/2/17
Jonny Wilkinson	<ul style="list-style-type: none"> • CEO – Tiaho Trust • Member – Expert Panel for NZ Disability Strategy, MSD • Trustee – Achieve 2B • Trustee – Sailability Northland • Deputy Chair of TalkLink NZ 	24/9/18

CALANDER YEAR MEMBER ATTENDANCE - 1 JANUARY - 31 DECEMBER 2018

HAC	2018											
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
John Bain (Chair)	✓		✓	✓		x	✓	✓		✓		
Sue Brown	x		✓	✓		✓	✓	✓		✓		
Debbie Evans	✓		✓	x		✓	✓	✓		✓		
Denise Jensen	✓		x	x		✓	✓	✓		✓		
Libby Jones	✓		✓	✓		✓	✓	✓		✓		
Sally Macauley	✓		✓	✓		✓	✓	✓		✓		
Gary Payinda	✓		✓	✓		✓	✓	✓		x		

FINANCIAL YEAR MEMBER ATTENDANCE - 1 JULY 2018 - 30 JUNE 2019

HAC	2018						2019					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
John Bain (Chair)	✓	✓		✓								
Sue Brown	✓	✓		✓								
Debbie Evans	✓	✓		✓								
Denise Jensen	✓	✓		✓								
Libby Jones	✓	✓		✓								
Sally Macauley	✓	✓		✓								
Gary Payinda	✓	✓		x								


No meeting held

MEMBER ATTENDANCE Financial Year - 1 JULY 2018 - 30 JUNE 2019

CPHAC/DiSAC	2018						2019					
	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Libby Jones (Chair)			✓			✓						
Craig Brown			✓			✓						
Beth Cooper			✓			✓						
Sally Macauley			✓			✓						
Sue Brown			✓			✓						
Colin Kitchen			✓			✓						
Sharon Shea			✓			x						
Jonny Wilkinson			✓			✓						
Beryl Wilkinson			✓			✓						

MEMBER ATTENDANCE Calender Year - 1 JANUARY 2018 - 31 DECEMBER 2018

CPHAC/DiSAC	2018											
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Libby Jones (Chair)	✓		✓			✓			✓			✓
Craig Brown	✓		✓			✓			✓			✓
Beth Cooper	✓		x			x			✓			✓
Sally Macauley	✓		✓			✓			✓			✓
Sue Brown	x		✓			✓			✓			✓
Colin Kitchen	✓		✓			x			✓			✓
Sharon Shea	✓		✓			✓			✓			x
Jonny Wilkinson	✓		✓			✓			✓			✓
Beryl Wilkinson	✓		✓			✓			✓			✓

 No meeting held

1.0 NEXT MEETING DETAILS

HAC

The next meeting will be held at **9.00am** on **Monday 11 March 2019**, in the **Tangihua Room, Tohora House, Whangarei Hospital**

CPHAC/DiSAC

The next meeting will be held at **10.30am** on **Monday 25 March 2019** in the **Waipoua Meeting Room, Tohora House, Whangarei Hospital**

2.0 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
3.0	Draft Annual Plan 2019/2020	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)

NORTHLAND DISTRICT HEALTH BOARD

GLOSSARY OF ACRONYMS

June 2018

Acronym	Meaning
A&D	Alcohol and Drug
A&E	Accident and Emergency Department
A&M	Accident & Medical Centre
AAU	Acute Assessment Unit (<i>part of child health services</i>)
ACMO	Associate CMO
ACP	Advanced Care Planning
A&C	Audit & Compliance
ACA	Access Criteria for First Assessment
ACC	Accident Compensation Corporation
ADON	Assistant Director of Nursing
ADHD	Attention Deficit and Hyperactivity Disorder
ALOS	Average Length Of Stay
AMI	Acute Myocardial Infarction
AOD	Alcohol and Other Drugs
AoG	All of Government
AP	Annual Plan
AR	Active Review
ARRC	Age Related Residential Care
ARC	Aged Residential Care
ASH Rates	Ambulatory Sensitive Hospitalisation Rates
ASMS	Association of Salaried Medical Specialists
BAU	Business As Usual
BOI	Bay of Islands
BSC	Balanced Scorecard
BSI	Blood Stream Infections
CABG	Coronary Artery Bypass Graft
CAPD	Chronic Ambulatory Peritoneal Dialysis
CATT	Crisis Assessment Treatment Team
CBA	Cost Benefit Analysis
CCP	Contribution to Cost Pressures
CCU	Coronary Care Unit
CEA	Collective Employment Agreement
CEO	Chief Executive Officer
CFA	Crown Funding Agreement
CGB	Clinical Governance Board
CHC	Child Health Centre
CHS	Community Health Services
CIPP	Community Injury Prevention Programme
CMO	Chief Medical Officer
CME	Continuing Medical Education
COPD	Chronic Obstructive Pulmonary Disease
CPAC	Clinical Priority Assessment Criteria
CPSOG	Clinical Pharmacy Services Operational Group
CPHAC	Community and Public Health Advisory Committee
CPR	Cardio pulmonary resuscitation
CSC	Community Services Card
CSU	Central Sterilising Unit
CT	Computerised Tomography
CVD	Cardiovascular Disease

Acronym	Meaning
CWD	Caseweight Discharge
DAO	Duly Authorised Officer
DHB	District Health Board
DHBSS	District Health Board Shared Services
DIAS	Disability Information Advisory Service
DiSAC	Disability Support Advisory Committee
DN	District Nurse
DNA	Did not attend
DONM	Director of Nursing and Midwifery
DRG	Diagnostic Related Group
DSAC	Doctors for Sexual Abuse Care
DSS	Disability Support Services
EAP	Employee Assistance Programme
ECG	Electrocardiogram
ED	Emergency Department
EENT	Eyes, Ears, Nose and Throat
EEO	Equal Employment Opportunity
ELT	Executive Leadership Team
ENT	Ear Nose and Throat
EOI	Expressions of Interest
ERA	Employment Relations Act
ESS	Elective Services Statistics
ESPI	Elective Services Performance Indicators
FAQ	Frequently Asked Questions
FBT	Fringe Benefit Tax
FFT	Future Funding Track
FRS	Financial Reporting Standard
FSA	First Specialist Assessment
FST	Financial Sustainable Threshold
FTE	Full time equivalent
GETS	Government Electronic Tender Service
GDB	General Dental Benefit
GM	General Manager
GMS	General Medical Services Benefit
GSE	Government Special Education
hA	healthAlliance
HAC	Hospital Advisory Committee
HBSS	Home Based Support Services
HDC	Health and Disability Commissioner
HRT	Health Round Table
HHC	Home Health Care
HIN	Health Information Network
HNA	Health Needs Analysis
HOD	Head of Department
HOP	Health of Older People
HPO	Health Protection Officer
HPV	Human Papillomavirus
HQSC	Health Quality & Safety Commission
HWNZ	Health Workforce New Zealand
IANZ	International Accreditation New Zealand
IAT	Income and Asset Testing
ICU	Intensive Care Unit
ICT	Intensive Care Team (Mental Health)
IDF	Inter District Flows
IEA	Individual Employment Agreement
IFHC	Integrated Family Health Centre

Acronym	Meaning
IIA	Income in Advance
InterRAI	International Research and Assessment Instruments
IR	Industrial Relations
IS	Information Systems / Information Services
ISSP	Information Systems Strategic Planning
IT	Information Technology
JV	Joint Venture
KPI	Key Performance Indicator
LMC	Lead Maternity Carer
LOS	Length of stay
LTC	Long Term Conditions
MDO	Maori Development Organisations
MECA	Multi Employer Collective Agreement
MERAS	Midwifery Employee Representation & Advisory Services
MF (score)	Missing Filled (score) (<i>dental services</i>)
MHGC	Maori Health Gains Council
MHIPU	Mental Health Inpatient Unit
MI	Myocardial infarction
MIF	Monitoring and Intervention Framework
MMR	Measles-mumps-rubella
MoH	Ministry of Health
MOH	Medical Officer of Health
MOSS	Medical Officer Special Scale
MOU	Memorandum of Understanding
MPDS	Maori Provider Development Scheme
MRI	Magnetic Resonance Imaging
MRT	Medical Radiation Technologist
MSD	Ministry of Social Development
MVS	Meningococcal Vaccine Strategy
NCIC	National Capital Investment Committee
NASC	Needs Assessment and Service Co-ordination
NDHB	Northland District Health Board
NEST	Northland Emergency Services Trust
NGO	Non-Government Organisation
NHB	National Health Board
NHH	Neighbourhood Healthcare Homes
NHI	National Health Index
NHSP	Northland Health Services Plan
NHSS	National Health Supply Service
NIF	Northland Intersectoral Forum
NIR	National Immunisation Register
NRA	Northern Region Alliance (formerly NDSA Northern DHB Support Agency)
NRHP	Northern Region Health Plan
NRTH	Northern Regional Training Hub
NTA	National Travel Assistance
NZBS	New Zealand Blood Service
NZCOM	New Zealand College of Midwives
NZHS	New Zealand Health Strategy
NZHPL	New Zealand Health Partnerships Ltd
NZMC	New Zealand Medical Council
NZNO	New Zealand Nurses' Organisation
O&G	Obstetrics and Gynaecology
OIA	Official Information Act
OMG	Operational Management Group
OP	Outpatient

Acronym	Meaning
ORL	Otorhinolaryngology (=ENT)
OSH	Occupational Safety and Health
OT	Occupational Therapy (<i>sometimes also Operating Theatre</i>)
PACU	Post Anaesthetic Care Unit
PBFF	Population Based Funding Formula
PCO	Primary Care Organisation
PDRP	Professional Development Recognition Programme
PGY	Post Graduate Year
PHO	Primary Health Organisation
PHN	Public Health Nurse
PHU	Public Health Unit
PIPP	Planning, Integration, People and Performance
PN	Practice Nurse
POPN	Primary Options Programme Northland
PQ	Parliamentary Questions
PSA	Public Service Association
PSAAP	PHO Service Agreement Amendment Protocol
PS&QID	Patient Safety & Quality Improvement Directorate
PUC	Purchase Unit Cost
RBA	Results Based Accountability
RDA	Resident Doctors' Association
RFF	Regional Funding Forum
RFP	Request for Proposal
RG	Referral Guidelines
RICF	Reducing Inequalities Contingency Funding
RMO	Resident Medical Officer
RWL	Residual Waiting List
SAT	Self Assessment Tool
SAU	Surgical Admission Unit
SBL	Surgical Booking List
SCBU	Special Care Baby Unit
SCOPE	Service Coordination – Primary Care Navigation for Older People in their Environment
SDS	School Dental Service
SHO	Senior House Officer
SIA	Service to Improve Access
SLT	Speech Language Therapy
SMO	Senior Medical Officer
SOI	Statement of Intent
SPNIA	Service Planning and New Intervention Assessment
SSSG	Shared Support Services Group
STAH	Scientific Technical & Allied Health
STV	Single Transferable Voting
SUDI	Sudden Unexplained Death in Infancy
TAS	Technical Advisory Services
TLA	Territorial Local Authorities
TOR	Terms of Reference
TOW	Treaty of Waitangi
TPK	Te Puni Kokiri
TPOT	The Productive Operating Theatre
TROTR	Te Runanga O Te Rarawa
VCLA	Very Low Cost Access
WERO	Whanau End smoking Regional whanau Ora Challenge
WHO	World Health Organisation
WIIE	Whanau Integration Innovation & Engagement Fund
WOC	Whanau Ora Collective

Acronym	Meaning
YTD	Year-to-date

Any additions/amendments, please contact Julie Shepherd,
Julie.shepherd@northlandddhb.org.nz, Extn 60308, 021 945 647