



## Minutes of Meeting Northland District Health Board Board Meeting

11.12am, Monday, 13 July 2020

Tangihua Meeting Room, Tohora House, Whangarei Hospital

### Present

Harry Burkhardt – (Chair)  
Ngairae Rae (Deputy Chair)  
Nicole Anderson  
Vince Cocurullo  
John Bain  
Libby Jones

Kyle Eggleton  
Debbie Evans (via Zoom)  
Sally Macauley  
Carol Peters  
Mataroria Lyndon

### In Attendance

Nick Chamberlain, John Wansbone, Joyce Donaldson, Dee Telfer, Ian McKenzie (part), Mike Roberts, Marty Rogers, Roy Davidson (part) Kathryn Leydon, Pip Zammit, Paula Douglas (minutes)

Adam Pearse, Reporter, Northern Advocate

### Apologies

None noted

## 1. CONFIRMATION OF OPEN MINUTES

### 1.1 Confirmation of Minutes 25 May 2020

*IT WAS MOVED THAT the minutes of the meeting held on 25 May 2020 be accepted*

**Vince Cocurullo /John Bain  
Carried**

### 1.2 Matters/ Actions Arising

None noted

## 2. QUALITY & SAFETY GOVERNANCE REPORT

### 2.1 Summary Report – June 2020

- Report was taken as read.
- Patients' stories were acknowledged by the Board.

- The patient experience survey data from Health, Quality & Safety Commission has not been received and is therefore not available to report on.
- An urgent dental service was maintained at the hospital throughout the COVID-19 pandemic Level 4 lockdown period.
- Data indicates a lower surgical mortality rate than usual.
- Complication rates are also trending low.
- Mortality and complication rates reported by ethnicity will be available to be provided in the near future.
- The Board require a more detailed executive summary to address what NDHB will be doing in relation to issues that have been reported.
- A summary in relation to falls and pressure injuries, harm and birth trauma to also be included in the executive summary.
- It was clarified that NDHB is not moving out nor planning a reduction of mental health housing more patients are moving into their own tenancies.
- NDHB cannot be responsible for a housing service; we will continue working with housing services to accomplish supporting people with different housing needs.

### 3. CHAIR'S REPORT

- No written report was provided.
- 2 meetings taken place with Auckland, Waitematā, and Counties Manukau DHBs to discuss how resources can be shared; the Chair will report back as developments evolve.
- DHB Chairs met with new Minister of Health, Chris Hipkins. Discussion was focused on sustainability, planned care and access to hospitals.

### 4. CEO'S REPORT

The CEO spoke to his report

#### Key Issues and Discussion Points

- The paper was taken as read.
- RCCC project is our biggest investment, it is a regional project of which NDHB are taking the lead.
- Volumes and numbers are being confirmed. Once those are confirmed, confirmation of vendors will follow.
- There is a workshop taking place in relation to the Northland Health Strategy on 30 July 2020. To make this session as valuable as possible a high attendance from Board members is requested.
- There is a lot of building in progress along with a number of IS projects also underway; this is creating some challenges.
- Board would like to see monthly reporting from Mahitahi Hauora included in the agenda papers.
- A revised response is being planned in the event there is a 2<sup>nd</sup> wave of COVID-19. Any future response would utilise one hospital only for COVID-19 patients as opposed to these being spread across all Northland hospitals.

### 5. DECISION ITEMS

#### 5.1 Bad Debts for write off

- Paper was taken as read.
- Every six months Management recommends to the Equity with Resources Committee that a number of debts are written off. This recommendation for write-off was reviewed at the Committee meeting on the 29 June and the Committee has recommended to the Board that these be written off noting that they fall within our provision for doubtful debts. The total sum for write-off is \$21,424.89.

**IT WAS MOVED THAT the Board:**

- **Approves** the write off of up to \$21,424.89 as bad debts noting that these fall well within the provision for doubtful debts.

**Nicole Anderson / Libby Jones  
CARRIED**

**5.2 Treasury Policy Review**

- Paper was taken as read
- The Treasury Policy is required to be reviewed by the Board every 12 months & the CFO to prepare a summary report to accompany this review.
- The Policy was reviewed by the Equity with Resources Committee on 29 June 2020 and has been recommended to the Board to approve the policy with no changes.
- Regional Internal Audit will be incorporating a review of this Policy into their Audit programme for this financial year.

**IT WAS MOVED THAT the Board:**

- **Approves** the attached Treasury Policy.

**John Bain / Nicole Anderson  
CARRIED**

**5.3 Te Tiriti o Waitangi Policy**

- Paper was taken as read.
- This policy has previously been before the Board with changes requested to better reflect the decisions in the Wai2575 report.
- This is an amended report to reflect the changes requested.
- It was believed that the principles of Te Tiriti, Tino rangatiratanga and Partnership and need to be articulated more clearly.
- An amended paper reflecting the above recommendations to be brought back to the Board.
- Suggested that the articles of the Treaty are also included in the report.
- It was recommended that Te Tokerau Iwi have input into this paper.

**5.4 Position Statement on Equity**

- Paper was taken as read
- This paper has previously been before the previous Board.
- More definition has been added and linkages to other work underway has been included.
- Training on health equity from a Ministry lens would be beneficial.
- Suggest that both the principles and articles of the Treaty are included.

**IT WAS MOVED THAT the Board:**

- **Endorses** the position statement on Equity, **Noting** the work that needs to be undertaken and further conversation that needs to take place.

**Ngairae Rae / Kyle Eggleton  
CARRIED**

## **6. SYSTEM PERFORMANCE**

**6.1 Finance Report – May 2020**

- Paper was taken as read
- This is the regular finance report for May.
- For the 11 months to the end of May the DHB is reporting a deficit of \$17.5m against a budgeted deficit for the same period of \$11.3m, an unfavourable variance of \$6.2m
- Of the YTD \$17.5m deficit, it is estimated that approx \$6.4m of this relates to unbudgeted costs for the current year being \$900k in respect of the Holidays Act remediation and approx \$5.5m of unfunded Pandemic costs.
- The last forecast submitted to the MoH in early June and based on the May result was for a year end result of just under \$20m deficit.

- The Finance team are still working through the detail of the year end position and it is expected that this result may be slightly more than \$20m.
- This result will be finalised over the next few days with Audit NZ commencing their final audit for the year on 27 July 2020.
- End of year accounts will be brought to the next meeting.

## **6.2 Northland DHB Funded Services – as at 31 May 2020**

- Paper was taken as read
- No significant change to the trends that have been noted over previous months.
- Over \$5m of the unfavourable variance is related to COVID-19 and is pass through funding from the MoH.
- At the last meeting the additional spend related to Community Pharmacy, where spending increased significantly before lockdown, was noted. This has been included as a deep dive for this month for the Board's information.

*Ian McKenzie left the meeting at 12.55pm*

### **6.2.1 NGO Dashboard 'Deep Dive'**

- Paper was taken as read.
- This is a demand driven budget.
- PHARMAC's decision regarding restricting dispensing to one month at a time will be lifted at the end of July, returning back to 3 months dispensing at a time.
- Would be helpful to understand the number of prescriptions that are not collected due to the surcharge imposed on these. This is run at a separate pharmacy level and would be difficult to quantify.
- A report giving an overview on the surcharges for prescriptions etc to come back to the Board with a view to access and affordability.

## **7. INFORMATION REPORTS AND UPDATES**

### **7.1 Māori Health Planning & Funding Update**

- Paper was taken as read
- An update paper on projects that the Maori health team are leading out.
- Moving to an outcomes focus/framework.
- The whanau house has been going through refurbishments and Northland DHB expect repossession of this on 17 July 2020.
- Seeking to encourage patients who are waiting for buses etc to wait in the whanau house to provide them with an additional level of comfort.

### **7.2 Institutional Racism**

- Paper was taken as read
- There has been a lot of feedback coming through on this.
- Would like to see an increase in the attendance of equity courses.

### **7.3 Health and Disability System Review**

- Paper was taken as read
- Paper is an assessment of the review from the CE's perspective.
- Given the paper is such a large document, the CE advised that the Executive Summary is a beneficial read and also encouraged all to read the tier one section and the recommendations at the back.

*Roy Davidson joined the meeting 13.08pm*

#### **7.4 Establishment of the National Public Health Advocacy team**

- Paper was taken as read
- This paper is going to all Boards as all made a strong commitment to this function re advocacy in the public health space.
- Rob Beaglehole's position will be increased to 0.6 FTE.
- There is a good steering group in place and the National Chairs group have taken an interest in this project.
- There is an appetite to work on the alcohol related issues; there is a real opportunity to address the current legislation.
- Need to work with the public and the public sentiment on this.
- Northland DHB has a significant role in this piece of work.

#### **7.5 Northland DHB Telehealth, COVID Update**

- Paper was taken as read
- The team was thanked for their efforts in the Telehealth roll out.
- Looking to re-engage at a strategic level and meeting with ELT to gain an understanding of where this is to go.
- Outpatient clinics are a priority.
- Main roadblocks for outpatient clinics are with the complexity in what they are dealing with which encompasses equity, communication and supporting of patients with the use of the clinics.
- Needs to be a collaborative approach going forward.

*Roy Davidson left the meeting at 13.33pm*

#### **7.6 Northland Health Strategy, Progress Update**

- Paper was taken as read

#### **7.7 Equity in the Community Committee Chair's Report Meeting – 29 June 2020**

- A verbal update was provided.
- It was the first meeting with the new Committee.
- 2 key discussions were the COVID-19 community response and feedback on the Health and Disability System Review.
- Discussion also took place in relation to more diverse representation on the Committee.

## **8. NEXT MEETING DETAILS**

The next meeting will be held at 10.45am on Monday 24 August 2020 in Tohora House, Northland DHB.

## 9. RESOLUTION TO EXCLUDE THE PUBLIC

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
10.0	Confirmation of minutes for meeting held 25 May 2020 - public excluded session	For reasons given in the previous meeting	
11.0	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)
12.0	Decision Items 12.1 Audit Proposal Letter and Audit Engagement Letter 12.2 Draft Annual Plan 2020/21 12.3 Cardiac Catheter Laboratory Project – Lease Agreement 12.4 Artificial Limbs Facility 12.5 Te Kotuku Expansion Project	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)
13.0	Information Updates 13.1 Health and Safety Governance Maturity and Capability Assessment 13.2 Whangarei Hospital Laboratory Services 13.3 DHB Funding Advice 2020 13.4 Capital Projects Report 13.5 Equity with Resources Committee Chair's Report Meeting – 29 June 2020	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 public be excluded.

**Nicole Anderson / Vince Cocurullo**

**CARRIED**

**10. CONFIRMATION OF MINUTES**

The minutes were confirmed

**11. RISK MANAGEMENT / INITIATIVES**

The updates were discussed

**12. DECISION ITEMS**

The submissions were approved

**13. INFORMATION UPDATES**

The updates were discussed

**The meeting closed at 15.53pm**

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

CHAIR \_\_\_\_\_

DATE \_\_\_\_\_