

2.1 Confirmation of Minutes of the Board meeting held on 27th June 2012

Recommendation:

That the Minutes of the Board meeting held on 27th June 2012 be approved.

Minutes of the meeting of the Waitemata District Health Board

Wednesday 27 June 2012

held at Waitemata DHB, Boardroom, Level 1, 15 Shea Terrace,
Takapuna, commencing at 1.35p.m

BOARD MEMBERS PRESENT:

Max Abbott (Acting Board Chair)
Pat Booth
Sandra Coney
Rob Cooper
Christine Rankin
Allison Roe
Gwen Tepania-Palmer

ALSO PRESENT:

Dale Bramley (Chief Executive Officer)
Rosalie Percival (Chief Financial Officer)
Debbie Holdsworth (Acting Chief Planning and Funding Officer)
Paul Patton (Director of Communications)
Andrew Brant (Chief Medical Officer)
Sam Bartrum (Director, Human Resources) (present from 1.52p.m)
Paul Garbett (Board Secretary)
Imelda Quilty-King (Community Engagement Co-ordinator)
(Staff members who attended for a particular item are named at the
start of the minute for that item)

PUBLIC AND MEDIA REPRESENTATIVES

Lynda Williams (Auckland Women's Health Council)
Al Sullivan (White Cross)

APOLOGIES:

Apologies were received from Lester Levy, Warren Flaunty, Wendy Lai, James Le Fevre and Naida Glavish.

PART I – Items considered in public meeting

DISCLOSURE OF INTERESTS

There were no additions or amendments to the Interests Register.
There were no identified conflicts of interest for the open part of the agenda.

1 AGENDA ORDER AND TIMING

At the start of the meeting, the Board resolved to exclude the public for consideration of Item 3.1. Following consideration of Item 3.1, the open agenda was considered in the same order as listed in the agenda, with the exception of Item 8.1 (Bowel

Screening Pilot: Progress Report) which was deferred to the 8 August 2012 Board meeting.

RESOLUTION TO EXCLUDE THE PUBLIC

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That, in accordance with the provisions of Schedule 3, Sections 32 and 33, of the NZ Public Health and Disability Act 2000:

The public now be excluded from the meeting for consideration of the following item, for the reasons and grounds set out below:

General subject of item to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
Wilson Home	That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982. [NZPH&D Act 2000 Schedule 3, S.32 (a)]	Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]

Carried

2 BOARD MINUTES

2.1 Confirmation of Minutes of the Meeting of the Board held on 16 May 2012 (agenda pages 1-14)

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That the minutes of the Board meeting held on 16 May 2012 be approved.

Carried

Matters Arising

No matters were raised.

3 CHAIR'S REPORT

There was no Chair's report.

4 EXECUTIVE REPORTS

4.1 Chief Executive's Report (agenda pages 15-45)

Dale Bramley highlighted or updated aspects of his report including:

- The high level of hospital bed occupancy, close to full, over the preceding two weeks.
- The District Health Board meeting the immunisation target of 95% for the first time in the current month – an outstanding achievement.
- The re-appointment of Lester Levy as Chair of Waitemata DHB, for a further three year term.
- The Lakeview Development receiving a Property Council of New Zealand award, winning the Special Purpose Property Category.
- The very positive response to the presentations to the National Capital Investment Committee on the cases for a new Taharoto Unit and the remedial work to the Mason Clinic (detailed on page 16 of the agenda).
- The papers from those working in the organisation that are being published in various journals (page 17 of the agenda). The Board indicated that it would be interested in receiving a summary of what articles are being published.
- The seminars and the lectures in the CEO Lecture Series that had taken place (page 17 of the agenda).
- The Progress Against Priorities Report – largely on track.
- The Shorter Stays in ED target – recently at the 95% target level, down slightly from what was being achieved as a result of the high numbers of patients being hospitalised.
- Culture (updating page 23 of the agenda) – the revised set of values has now been confirmed by the Executive Leadership Team and will be brought back to the Board. The Chief Executive is writing a paper with Professor Bohmer on the organisational purpose, which will be brought to the Board later in the year.
- The Elective Surgery full ESPI compliance target will be achieved at 30 June, both for this District Health Board and regionally.

Resolution (Moved Sandra Coney/Seconded Gwen Tepania-Palmer)

That the Board congratulate Lester Levy on his re-appointment as Chair of the Waitemata District Health Board.

Carried

The Board noted the Pictorial Asthma Medication Plan for Pacific Children as a good example of the innovative approach that should be supported in developing models of care.

Dale Bramley advised that the Government's announcement on key performance indicators for the public sector included three areas that are related to the health sector: acute rheumatic fever; immunisation targets and vulnerable children. Full details were not yet available. There will be Government funding related to rheumatic fever. Although this illness is not prevalent in the Waitemata DHB area, there are pockets in West Auckland. There will be a focus on what can be done.

Resolution (Moved Gwen Tepania-Palmer/Seconded Christine Rankin)

That the Chief Executive's Report be received.

Carried

4.2 Communications Report (agenda pages 47-50)

Paul Patton (Director of Communications) introduced the report, noting the positive support received from the local newspapers for the Wellkids 2012 fundraising initiative, including in editorials, and that fundraising will continue for some time to come. In answer to a question he advised that the initiative had raised about \$8,000 from newspaper readers.

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That the report be received.

Carried

5 DECISION PAPERS

There were no decision papers.

6 PERFORMANCE REPORTS

6.1 Financial Performance (agenda pages 51-65)

Rosalie Percival (Chief Financial Officer) presented the report, and briefly summarised some key aspects. Good progress continues to be made, on track for the projected year end surplus of \$5M, as compared to the planned breakeven result.

Resolution (Moved Rob Cooper/Seconded Pat Booth)

That the following performance reports for the month and attachments be received:

- 1 Financial Performance – DHB Consolidated**
- 2 Financial Performance – DHB Arms**
- 3 Financial Performance – Other Indicators/ Trends**
- 4 Capital Expenditure**
- 5 Financial Position**
- 6 Cashflow Statement**
- 7 Treasury**

Carried

7 COMMITTEE REPORTS (agenda pages 67-90)

7.1 Hospital Advisory Committee Meeting held on 16 May 2012

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That the Draft Minutes of the Hospital Advisory Committee Meeting held on 16 May 2012 be received and the following recommendation be approved:

Ref	Item/ Recommendation
5.1	Provider Arm Performance Report – Forensic Services That the Board request the preparation of a formal approach to the rest of the Northern Region seeking their support for presentation of a case to the Ministry of Health for funding of additional beds at the Mason Clinic site to serve the needs of prisoners with serious mental health issues and also seeking a significant increase in overall funding for Forensic Services in the Northern Region, perhaps by allocating all of the national demographic growth allocation for this service to the Northern Region.

Carried

7.2 Auckland and Waitemata DHBs’ Community and Public Health Advisory Committees Meeting held on 06 June 2012

Resolution (Moved Gwen Tepania-Palmer/Seconded Pat Booth)

That the Draft Minutes of the Auckland and Waitemata DHBs’ Community and Public Health Advisory Committees meeting held on 06 June 2012 be received and the following recommendation approved:

Ref	Item/Recommendation
3.1	Public Consultation and Engagement Policy Review That the Public Consultation and Engagement Policy be adopted.

Carried

8 INFORMATION PAPERS

8.1 Bowel Screening Pilot: Progress Report (agenda pages 91-95)

This item was deferred to the 8 August 2012 Board meeting.

9 RESOLUTION TO EXCLUDE THE PUBLIC (agenda pages 97-100)

Resolution (Moved Sandra Coney/Seconded Allison Roe)

That, in accordance with the provisions of Schedule 3, Sections 32 and 33, of the NZ Public Health and Disability Act 2000:

The public now be excluded from the meeting for consideration of the following items, for the reasons and grounds set out below:

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
<p>1. Minutes of the Meeting of the Board with Public Excluded (16/05/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>2. Minutes of the Hospital Advisory Committee with Public Excluded (16/05/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>3. Minutes of the Auckland DHB and Waitemata DHB Community and Public Health Advisory Committees Meeting (06/06/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Confirmation of Minutes As per the resolution(s) from the open section of the minutes of the above meeting, in terms of the NZPH&D Act.</p>
<p>4. Minutes of the Audit and Finance Committee with Public Excluded (02/05/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>5. Minutes of the Audit and Finance Committee with Public Excluded (06/06/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>6. Minutes of the Wilson Home Trust (27/04/12)</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
<p>7. Terms of Reference</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>
<p>8. Business Case</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>9. Expenditure/ Revenue Proposal</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>
<p>10. Renal Service</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
		<p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p>
<p>11. Pharmacy</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982. [NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Legal Professional Privilege The disclosure of information would not be in the public interest because of the greater need to maintain legal professional privilege.</p> <p>[Official Information Act 1982 S.9 (2) (h)]</p>
<p>12. Contracts</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982. [NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]</p>
<p>13. Draft 2012/2013 Accountability Documents</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982. [NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Obligation of Confidence The disclosure of information would not be in the public interest because of the greater need to protect information which is subject to an obligation of confidence. [Official Information Act 1982 S.9 (2) (ba)]</p>
<p>14. Governance and Operating Model</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982. [NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities. [Official Information Act 1982 S.9 (2) (i)]</p> <p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations. [Official Information Act 1982 S.9 (2) (j)]</p>

General subject of items to be considered	Reason for passing this resolution in relation to each item	Ground(s) under Clause 32 for passing this resolution
<p>15. Remedial Works and Developments Project Update</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>Negotiations The disclosure of information would not be in the public interest because of the greater need to enable the board to carry on, without prejudice or disadvantage, negotiations.</p> <p>[Official Information Act 1982 S.9 (2) (j)]</p> <p>Commercial Activities The disclosure of information would not be in the public interest because of the greater need to enable the Board to carry out, without prejudice or disadvantage, commercial activities.</p> <p>[Official Information Act 1982 S.9 (2) (i)]</p>
<p>16. Implementation Report</p>	<p>That the public conduct of the whole or the relevant part of the proceedings of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist, under section 6, 7 or 9 (except section 9 (2) (g) (i)) of the Official Information Act 1982.</p> <p>[NZPH&D Act 2000 Schedule 3, S.32 (a)]</p>	<p>As per the resolutions from the open sections of the minutes of relevant meetings, as they relate to particular items, in terms of the NZ Public Health and Disability Act 2000.</p>

Carried

The meeting in open session concluded at 2.18p.m.

SIGNED AS A CORRECT RECORD OF THE MEETING OF THE WAITEMATA DISTRICT HEALTH BOARD - BOARD MEETING HELD ON 27 JUNE 2012

CHAIR

Actions Arising and Carried Forward from Previous Board Meetings as at 30 July 2012

Meeting Date	Agenda Ref	Topic	Person Responsible	Expected Report back	Comment
Board 16/05/12	4.1	Bowel Screening Pilot – briefing on progress to be arranged for the Board.	Gaye Tozer	Board 08/08/12	Report deferred at June Board meeting, included in August agenda.
Board 27/06/12	4.1	Summary of what articles are being published by WDHB staff to be provided to Board members.	Sam Bartrum Andrew Brant	September	