

	 <p>Capital &amp; Coast District Health Board ŪPOKO KI TE URU HAUORA</p>	<p><b>MINUTES</b> Held on Friday 13 May 2022 Location: Zoom Time: 9:00am</p>
<b>2DHB CONCURRENT BOARD MEETING</b>		<b>PUBLIC</b>

Due to Covid 19 protection framework (Red light) all members were on zoom and limited staff attended in person

## PRESENT

David Smol	Chair, Hutt Valley and Capital & Coast DHBs		
*'Ana Coffey	Board Member	Dr Richard Stein	Board Member
Brendan Boyle	Board Member	*John Ryall	Board Member
*Dr Chris Kalderimis	Board Member	Josh Briggs	Board Member
Dr Kathryn Adams	Board Member	Ken Laban	Board Member
Dr Tristram Ingham	Board Member	*Keri Brown	Board Member
*Hamiora Bowkett	Board Member	Naomi Shaw	Board Member
Roger Blakeley	Board Member	*Prue Lamason	Board Member
Sue Kedgley	Board Member	Ria Earp	Board Member
Vanessa Simpson	Board Member	Yvette Grace	Board Member
Stacey Shortall	Deputy Chair	Wayne Guppy	Deputy Chair

## APOLOGIES

\* These members gave apologies for lateness, leaving early or leaving for a period for other commitments

## IN ATTENDANCE

Fionnagh Dougan	Chief Executive
Joy Farley	Director Provider Services
John Tait	Chief Medical Officer
Arawhetu Gray	Director, Māori Health
Junior Ulu	Director Pacific People's Health
Mat Parr	Acting Chief Financial Officer
Peter Guthrie	Acting Director Strategy Planning and Performance
Karla Bergquist	Executive Director Mental Health, Addictions and Intellectual Disability Services
Paul Oxnam	Executive Clinical Director Mental Health, Addictions and Intellectual Disability Services
Rachel Gully	Director People and Culture
Sarah Jackson	Director Clinical Excellence
Sue Gordon	Director Transformation / SRO COVID-19
Helen Mexted	Director of Communication and Engagement
Sally Dossor	Director, Office of the Chief Executive and Board Secretary
Manisha Johnstone	Executive Assistant
Roger Jarrold	External Representative – Ministry of Health

## 1 PROCEDURAL BUSINESS

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### 1.1 KARAKIA

The Board opened the meeting with a karakia.

### 1.2 APOLOGIES

As noted above.

### 1.3 PUBLIC PARTICIPATION

Nil.

### 1.4 CONTINUOUS DISCLOSURE

Roger Jarrold noted his role as a consultant to the construction industry, and as a former Executive of Fletcher Building. It was recorded that no conflict arises as he is not a decision-maker and in addition that there were no items on the agenda that would give rise to disclosure of information to Mr Jarrold that would not be appropriate.

#### 1.4.1 COMBINED BOARD INTEREST REGISTER

The Boards **noted** the following update to the interest register:

- Kathryn Adams, Registered Nurse Bupa Crofton Downs Retirement Village Rest Home and Aged Care

Any further changes were to be sent to the Board Liaison Officer via email.

#### 1.4.2 COMBINED EXECUTIVE LEADERSHIP TEAM INTEREST REGISTER

It was **noted** as current and the Chief Executive will ensure the ELT will update as needed.

### 1.5 MINUTES OF PREVIOUS CONCURRENT MEETING – 30 MARCH 2022

The Boards **approved** the minutes of the concurrent Board Meeting held on 30 March 2022

	<b>Moved</b>	<b>Seconded</b>	
<b>HVDHB</b>	Prue Lamason	Ria Earp	<b>CARRIED</b>
<b>CCDHB</b>	Brendan Boyle	Kathryn Adams	<b>CARRIED</b>

### 1.6 MATTERS ARISING FROM PREVIOUS CONCURRENT MEETINGS

There were no updates or comments.

### 1.7 CHAIR'S REPORT AND CORRESPONDENCE

The Chair noted the letter from Ministers Robertson and Hipkins regarding the Carbon Neutral Government Programme. Our obligations are:

- Crown entities (including DHBs) are directed to implement the Carbon Neutral Government Programme (CNGP) from 2022/23. However,
- Health NZ will be exempt for the first financial year following its establishment, though the requirements should be considered as part of the establishment of systems
- The direction revolves around achieving a 1.5 degree pathway (limiting global temperatures to 1.5 degrees above pre-industrial levels) – aka science based targets

- Key requirements of the CNGP:
  - Measure and report on emissions from all facilities, assets and activities based on ISO 14064-1 (2018) or the Greenhouse Gas Protocol (no major difference, expect to use ISO 14064-1)
  - Set gross emission targets for 2025 and 2030 consistent with a 1.5 degree pathway
  - Develop and implement emissions reduction plan (how the point above is achieved)
  - The three above must be provided by 1 December each year as well as an update on progress
  - Emission info including targets and progress to them must be included in annual reporting

As per the sustainability update at our last board meeting, our 2DHBs are very well placed to meet the obligations that have been outlined.

## 1.8 CHIEF EXECUTIVE'S REPORT

*The paper was taken as **read** and the Chief Executive answered questions.*

### Notes:

- Work with partners is proceeding on the localities prototype in Porirua.
- Additional funding will be available to DHBs to assist with the MMR immunisation campaign.

## 1.9 BOARD WORK PLAN 2022

The Board **noted** the work plan for the remaining meeting on 22 June 2022.

## 2.0 STRATEGIC PRIORITIES

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### 2.1 STRATEGIC PRIORITIES UPDATE

#### The Boards noted:

- (a) the progress which has been made implementing the strategic priorities to be delivered in 2021/22 as we transition to the new health and disability system
- (b) that we continue to progress the Strategic Priorities Work Programme with risk being actively managed in our constrained COVID-impacted environment
- (c) that the information provided in this update will be included in a 'handover' document to Health NZ and the Māori Health Authority, which will be provided to the Board at the June meeting for approval.

	<b>Moved</b>	<b>Seconded</b>	
<b>HVDHB</b>	Prue Lamason	Wayne Guppy	<b>CARRIED</b>
<b>CCDHB</b>	Sue Kedgley	Roger Blakeley	<b>CARRIED</b>

### Notes:

- Discussion on the form of the handover to HNZ/MHA. iHNZ will provide guidance on information to be provided on risks and issues. In addition, the CE of HNZ and CE of MHA will visit our DHBs on 28 June 2022.
- Update provided on work being done in maternity and midwifery.
- Noted work being done with Kokiri Marae to progress the localities work in Wainuiomata at pace.
- Acknowledged Teresa Olsen's contribution to health services and her Wellingtonian of the year award for 2021.

- Updated on new Iwi Māori Partnership Board and the members and representation from mana whenua.

### 3.0 DHB PERFORMANCE AND ACCOUNTABILITY

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#### 3.1 HVDHB FINANCIAL AND OPERATIONAL PERFORMANCE REPORT – MARCH 2022

*The Acting Chief Financial Officer presented.*

**The HVDHB Board noted:**

- the DHB had a \$0.6m surplus for the month of March 2022, being \$2.8m favourable to budget;
- total Case Weighted Discharge (CWD) Activity was 1% ahead of plan year to date; at the end of March 2022, the DHB had a year to date deficit of (\$8.3m), \$3m favourable to the agreed budget of a (\$11.3m) deficit.

	Moved	Seconded	
HVDHB	Naomi Shaw	Prue Lamason	CARRIED

#### 3.2 CCDHB FINANCIAL AND OPERATIONAL PERFORMANCE REPORTS – MARCH 2022

*The Acting Chief Financial Officer gave a presentation and answered questions.*

**The CCDHB Board noted:**

- The DHB had a \$51.1m surplus for the month of March 2022, being \$96k favourable to budget;
- the total Case Weighted Discharge (CWD) Activity was 0.38% behind plan year to date;
- at the end of March 2022, the DHB had a year to date surplus of \$21.7m, (\$8.9m) unfavourable to the agreed budget.

	Moved	Seconded	
CCDHB	Roger Blakeley	Sue Kedgley	CARRIED

**Notes (for both reports)**

- discussed the papers considered at FRAC in April 2022, including the forecast position.
- Noted that FRAC have reviewed personnel costs and Covid costs.

### 4.0 UPDATES

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#### 4.1 2DHB COVID UPDATE

*The Director Transformation/SRO COVID-19 presented.*



Framework for monitoring the imp:

**Notes:**

- Noted the presentation “COVID-19 outcomes 2020-2022 and transitioning to living with flu-like illness for winter 2022.”

#### 4.2 2DHB PEOPLE AND CULTURE REPORT

*The report was taken as read and the Director People and Culture was available for questions.*

##### The Boards noted:

- (a) The impact of the changes to the Health Order (vaccination mandate) for health and disability sector workers on the People and Culture work programme.
- (b) The progress on actioning the terms of settlement for bargaining and pay equity.

	Moved	Seconded	
HVDHB	Wayne Guppy	Josh Briggs	CARRIED
CCDHB	Stacey Shortall	Ken Laban	CARRIED

##### Notes:

- A body of work is being carried out to support staff at risk of burnout.
- Discussed recruitment campaigns and associated challenges.
- Discussed turnover rates and ensuring a culturally safe environment for staff.

#### 4.3 2DHB MĀORI HEALTH STRATEGIES (TAURITE ORA AND TE PAE AMORANGI) UPDATE

*The paper was taken as read and the Director Māori Health presented.*

##### The Board noted:

- (a) The progress and performance of the 2DHBs against the 2DHB Strategic Priorities and the two Māori Health strategies.

	Moved	Seconded	
HVDHB	David Smol	Wayne Guppy	CARRIED
CCDHB	Kathryn Adams	Sue Kedgley	CARRIED

##### Notes:

- Positive and complex lessons have been learned regarding the journey of young gang members through the hospital system.
- Considered and reflected on the progress made on Taurite Ora and Te Amorangi to date.
- Noted the highlights including normalising the conversation around having a pro-equity focus in the clinical space and offering support and training where particular services have not adequately provided for Māori.
- Noted there is an ongoing suite of educational programmes for non-Māori staff to build on creating a culturally safe work environment for all staff.
- The Boards acknowledged the work of Director Māori Health and thanked her for her contribution to the significant progress made since taking on her 2DHB role.

#### 4.4 2DHB PACIFIC HEALTH AND WELLBEING STRATEGY REPORT

*The Director Pacific People's Health spoke to the paper.*

**The Board noted:**

- (c) that a number of initiatives have occurred to meet the actions of the Strategic Plan.
- (a) The Covid-19 response for Pacific people.

	<b>Moved</b>	<b>Seconded</b>	
<b>HVDHB</b>	Ken Laban	Josh Briggs	<b>CARRIED</b>
<b>CCDHB</b>	Stacey Shortall	Roger Blakely	<b>CARRIED</b>

**Notes:**

- Discussed the work and funding to build capacity for Pacific disability services. Tristram Ingham reiterated the sentiment of disabled community that there is a need to for capability and capacity development within communities themselves (as well as with providers).
- The Pacific provider network has allowed more understanding on the coverage of pacific providers. The work is positive and has allowed for greater collaboration between providers (rather than an individual provider focus).
- The Boards acknowledged the work of Director Pacific People's Health and thanked him for his contribution to the significant progress made since taking on his 2DHB role and taking on additional responsibilities in the COVID-19 space.

**4.5 2DHB DATA AND DIGITAL REPORT**

*The Chief Digital Officer presented*

**The Board noted:**

- (a) The content of the attached Data and Digital update
- (b) The deliverables which have been completed by the ICT team this financial year to date
- (c) The planned workstreams which will continue in Q4
- (d) The key initiatives which are planned for the 2022/2023 financial year

	<b>Moved</b>	<b>Seconded</b>	
<b>HVDHB</b>	Josh Briggs	Naomi Shaw	<b>CARRIED</b>
<b>CCDHB</b>	Tristram Ingham	Roger Blakeley	<b>CARRIED</b>

**Notes:**

- 2DHB is working and engaging closely with MOH and HNZ in relation to design work.
- Highlighted the challenge of bringing together the different hospital systems and need for working collectively through the process.

## 5.0 OTHER

### 5.1 GENERAL BUSINESS

- The Board agreed to write to Teresea Olsen to congratulate her on receipt of the Wellingtonian of the Year award for 2021. The Boards acknowledged the large contribution she has made to community and noted her passed role on our Health System Committee.
- The HVDHB Board resolved to add additional *item 5.1 – Hutt Valley DHB (HVDHB)- Heretaunga Building, Hutt Hospital* to the agenda for this meeting and noted that discussion of the item could not be delayed until the next meeting on 22 June 2022, given the nature of the information.

	Moved	Seconded	
HVDHB	David Smol	Wayne Guppy	CARRIED

### 5.2 RESOLUTION TO EXCLUDE THE PUBLIC

Both Boards agreed that the public will be excluded from the items listed on page 220 of the public Board papers.

In addition, the HVDHB Board agreed that the public will be excluded from the following part of the proceedings of the meeting:

Agenda item and general subject of matter to be discussed	Grounds under clause 34 on which the resolution is based	Reason for passing the resolution in relation to each matter, including reference to OIA where applicable
<i>Additional agenda item – as per the resolution above</i> Hutt Valley DHB (HVDHB)- Heretaunga Building, Hutt Hospital	paragraph (a) i.e. the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under any of sections 6, 7 or 9 (except section 9(2)(g)(i) ) of the Official Information Act 1982	OIA s 9(2)(h) - the withholding of the information is necessary to maintain legal professional privilege.

	Moved	Seconded	
HVDHB	Ken Laban	Wayne Guppy	CARRIED
CCDHB	Brendan Boyle	Sue Kedgley	CARRIED

*The public meeting concluded at 12:36pm.*

**CONFIRMED** that these minutes constitute a true and correct record of the proceedings of the meeting.

DATED this 22 day of June 2022



**David Smol**  
**BOARD CHAIR**