



MidCentral District Health Board

Board Minutes

Meeting held on 10 May 2022 from 9.00am

Board Room, Gate 2 Heretaunga Street, Palmerston North (and Zoom)

PART ONE

Members

Brendan Duffy (Board Chair), Heather Browning (Zoom), Vaughan Dennison, Lew Findlay (Zoom), Norman Gray (Zoom), Muriel Hancock (Zoom), Materoa Mar, Karen Naylor, Oriana Paewai (Zoom), John Waldon, Jenny Warren (Zoom).

Apologies

Oriana Paewai, Materoa Mar and Lew Findlay for part of the meeting.

In attendance

Kathryn Cook, Chief Executive; Tracee Te Huia, General Manager, Māori Health; Shivarn Stewart, Communications Team Leader; Margaret Bell, Board Secretary.

In attendance (part meeting)

Scott Ambridge, Operations Executive, Te Uru Rauhi, Mental Health and Addiction Services; Keyur Anjaria, General Manager, People and Culture; Celina Eves, Executive Director, Nursing and Midwifery; Sarah Fenwick, Operations Executive, Te Uru Pā Harakeke, Healthy Women, Children and Youth; Tracy Haddon, Operations Director, Pae Ora Paiaka Whaiora, Māori Health Directorate; Darryl Ratana, Deputy Chief Financial Officer; Gabrielle Scott, Executive Director, Allied Health (and Interim General Manager, Quality and Innovation); Neil Wanden, General Manager, Finance and Corporate Services.

Media – 1

1. KARAKIA

The meeting opened with the organisational karakia.

2. ADMINISTRATIVE MATTERS

2.1. Apologies

Oriana Paewai and Materoa Mar had advised they would be late joining the meeting as they were participating in a virtual whakawhanaunatanga hui arranged by Health New Zealand and the Māori Health Authority for the successful prototypes, including the Horowhenua locality.

Lew Findlay advised he would need to leave the meeting early.

2.2. Late items

No items.

2.3. Register of Interests Update

In relation to items for discussion at this meeting

Karen Naylor

Agenda item 4.1 Chief Executive's Report; para 3.1.8 – Nurses Pay Equity Bargaining Update (previously declared interest as NZ Nurses Organisation Member and Workplace Delegate)

2.4. Minutes of the Board meeting held on 29 March 2022, Part One

It was resolved that:

the Part One minutes of the 29 March 2022 Board meeting be approved as a true and correct record.

(Moved Vaughan Dennison; seconded John Waldon)

2.5. Minutes of the Special Board meeting held on 5 April 2022, Part One

It was resolved that:

the Part One minutes of the Special Board meeting held on 5 April 2022 be approved as a true and correct record.

(Moved Vaughan Dennison; seconded Muriel Hancock)

2.6. **Matters arising from previous minutes**

No discussion.

The General Manager, Finance and Corporate Services joined the meeting.

2.7. **Verbal report from the Board Chair**

Nothing to report.

2.8. **Minutes of the Finance, Risk and Audit Committee meeting held on 26 April 2022, Part One**

It was resolved that the Board:

*note the unconfirmed Part One minutes of the Finance, Risk and Audit Committee meeting held on 26 April 2022.
(Moved John Waldon; seconded Vaughan Dennison)*

2.9. **Manawhenua Hauora Chair's Report**

It was agreed to defer this item until the Manawhenua Hauora Chair was present at the meeting.

3. **STRATEGIC FOCUS**

No items.

The Deputy Chief Financial Officer and the General Manager, People and Culture joined the meeting.

4. **PERFORMANCE REPORTING**

4.1. **Chief Executive's Report**

The Chief Executive presented this report, which was taken as read. She noted that since the report was written, the NZ Nurses Organisation had voted to take the matter of pay equity to the Employment Relations Authority for a determination on a claim for full back pay.

Board members commented on the positive initiatives noted in the report, including the thank you vouchers to staff for their work since COVID-19 reached communities; the Heartlands Lions Club's recognition of staff who worked on the dedicated COVID-19 ward; the partnership between Pūhoro and MidCentral District Health Board (MDHB); visits to the region by the Minister of Health and the Associate Minister of Health; and the Living our Values Awards.

BOARD MINUTES

A Board member believed media coverage of the release of the Ombudsman's report didn't strike a balance that showed what was being done to mitigate the issues and expressed concern over the impact that had on staff. The Chief Executive acknowledged the comments made by the Ombudsman and confirmed that everything possible was being done to address the issues raised.

It was resolved that the Board:

note the update of key local, regional and national matters.

(Moved Jenny Warren; seconded Heather Browning)

4.2. **Financial Report – March 2022**

The General Manager, Finance and Corporate Services and the Deputy Chief Financial Officer presented this report, which was taken as read. They noted that the operating result for April was \$0.352m favourable to budget, with a deficit of \$2.6m after exceptional items.

It was resolved that the Board:

note that at its April meeting, the Finance, Risk and Audit Committee endorsed this report for the Board's consideration

note that the month operating result for March 2022 is a deficit before one-off items of \$2.190m, which is \$1.601m favourable to budget

note that year to date for March 2022 is a deficit before one-off items of \$3.772m, which is \$3.601m favourable to budget

note that year to date March 2022, a COVID-19 related contribution of \$0.066m and Holidays Act compliance project costs of \$4.527m have been incurred. Including these results in a year to date deficit after exceptional items of \$8.234m, which is \$4.389m favourable to budget

note that the year-end forecast is for an outturn \$1.41m better than budget

note that the total available cash and equivalents of \$36.911m as of 31 March 2022 is sufficient to support liquidity requirements

approve the March 2022 financial report.

(Moved Vaughan Dennison; seconded Muriel Hancock)

The Operations Executive, Te Uru Rauhi and the Operations Director, Pae Ora Paiaka Whaiora joined the meeting.

4.3. **Finance Report – February 2022**

The General Manager, Finance and Corporate Services and the Deputy Chief Financial Officer presented this report, which was taken as read.

It was resolved that the Board:

*note that at its April meeting, the Finance, Risk and Audit Committee endorsed this report for the Board's consideration
note that the month operating result for February 2022 is a surplus before one-off items of \$1.737m, which is \$2.283m favourable to budget*

note that the year to date result for February 2022 is a deficit before one-off items of \$1.582m, which is \$1.999m favourable to budget

note that year to date for February 2022 COVID-19 related contribution of \$0.066m and Holidays Act costs of \$3.639m have been incurred. Including these results in a year to date deficit after exceptional items of \$5.156m, which is \$3.092m favourable to budget

note that the total available cash and equivalents of \$35.537m as of 28 February 2022 is sufficient to support liquidity requirements

approve the February 2022 financial report.

(Moved Vaughan Dennison; seconded Muriel Hancock)

The General Manager, Finance and Corporate Services left the meeting.

The Interim General Manager, Quality and Innovation joined the meeting.

4.4. **Sustainability Plan**

The Interim General Manager, Quality and Innovation and the Deputy Chief Financial Officer presented this report, which was taken as read.

It was resolved that the Board:

*note that at its April meeting, the Finance, Risk and Audit Committee endorsed this report for the Board's consideration
note the progress in the implementation of the Sustainability Plan*

note the Sustainability Plan benefits monitoring dashboard and trend analysis

note the February 2022 report indicates savings of \$374,868 year to date

approve the Sustainability Plan report.

(Moved John Waldon; seconded Heather Browning)

The Deputy Chief Financial Officer and Interim General Manager Quality and Innovation left the meeting.

4.5. **Health, Safety and Wellbeing**

The General Manager, People and Culture presented this report, which was taken as read.

It was resolved that the Board:

note the quarterly Health, Safety and Wellbeing report

note that the Health, Safety and Wellbeing report was endorsed by the Finance, Risk and Audit Committee (FRAC) at its meeting on 26 April 2022 for consideration by the Board, on the understanding that a report focused on bullying and harassment in the workplace be provided at the next FRAC meeting.

(Moved Karen Naylor; seconded Muriel Hancock)

4.6. **Workforce Update**

The General Manager, People and Culture presented this report, which was taken as read. He noted the reporting period was from 1 July to 31 December 2021 during which time there was uncertainty around the transition to Health New Zealand (Health NZ) and the COVID-19 Vaccination Order, which caused anxiety for some staff. Details of the new health structure were being shared with staff as they became available. A review of the exit interview process needs to be undertaken to make it less formal and would consider allowing people to name their own categories as a reason for leaving to provide more meaningful data.

In response to questions around bullying and harassment, the Chief Executive noted that staff could report any behaviours that concerned them through Speaking up For Safety and the Promoting Professional Accountability programme. These reports could be made anonymously and were addressed immediately. The Organisational Leadership Team would continue to monitor reports of bullying and harassment while the reporting framework to Health NZ was clarified.

It was resolved that the Board:

note the Workforce Update

note the challenges and opportunities being undertaken to address workforce concerns identified within the report.

(Moved Jenny Warren; seconded Lew Findlay)

The General Manager, People and Culture left the meeting.

4.7. **Te Mātāpuna o te Ora Service Review**

The Operations Executive, Te Uru Rauhi and the Operations Director, Pae Ora Paiaka Whaiora presented this report, which was taken as read.

BOARD MINUTES

The Board Chair noted this was a great example of work being done to respond to challenges across the region, with a focus on providing mental health support in the community to prevent the need for hospitalisation. The paper set out the background, the work that has been done and a clear vision of what will be delivered, including for example an increase in staffing in Tararua and Horowhenua (from 30 to 50 FTE). He offered thanks and congratulations to everyone involved.

Board members commented that the building of a new mental health facility was important, but work done in the community was equally important as it provided a pathway to healing and support.

It was resolved that the Board:

note the first year's progress towards realising Te Mātāpuna o te Ora

note the updated risk register and programme plan for the next 12 months

note the updated financial analysis

approve the increased funding of \$1.569m (made up of 8.80 DHB FTE) and Non-Government Organisation provider funding (targeting iwi and peer-led services)

note that all financial and FTE changes have been incorporated into the 2022/2023 budget (subject to approval by Health New Zealand)

note the change in treatment of digital software development

approve the Chief Executive to enter commercial lease arrangements for the Horowhenua and Palmerston North hubs (subject to completion of due diligence).

(Moved Heather Browning; seconded Karen Naylor)

The Operations Executive, Te Uru Rauhi and the Operations Director, Pae Ora Paiaka Whaiora left the meeting.

Board members Oriana Paewai and Materoa Mar rejoined the meeting.

The General Manager, Finance and Corporate Services, the Executive Director, Nursing and Midwifery and the Operations Executive, Te Uru Pā Harakeke, Healthy Women, Children and Youth joined the meeting.

5. DISCUSSION/DECISION PAPERS

No items

2 ADMINISTRATIVE MATTERS (continued)

2.9 Manawhenua Hauora Chair's Report

Oriana Paewai, Manawhenua Hauora Chair provided a verbal update on Manawhenua Hauora activities, including plans for the Board to Board hui on 16 May.

It was resolved to:

note the Manawhenua Hauora Chair's report.

(Moved Oriana Paewai; seconded Materoa Mar)

6. INFORMATION PAPERS

6.1. Combined Medical Staff Association and Executive Action Plan

The Chief Executive presented this report, which was taken as read.

It was resolved that the Board:

note the Combined Medical Staff Association (CMS) and Executive Action Plan.

(Moved Muriel Hancock; seconded Heather Browning)

6.2. Nursing Workforce Update

The Executive Director, Nursing and Midwifery presented this report, which was taken as read.

In response to a question, she advised that following the disestablishment of the Board at the end of June, Care Capacity Demand Management (CCDM) would continue to be reported to the Safer Staffing Workplace Unit on a quarterly basis, through to Technical Advisory Services and then to Health NZ.

It was resolved that the Board:

note the Nursing Workforce Report.

(Moved Vaughan Dennison; seconded Karen Naylor)

6.3. **Midwifery Workforce Update**

The Operations Executive, Te Uru Pā Harakeke presented this report, which was taken as read. She advised that the Te Papaioea Birthing Centre had reopened this week and would be staffed from 7am Monday to 5.30pm Friday for primary birthing and postnatal stays for women who had birthed at the centre. A Board member noted that a Facebook post regarding the extended hours had already received 460 'likes'.

It was resolved that the Board:

note the current midwifery workforce position

note the key updates to the Midwifery Action Plan.

(Moved Vaughan Dennison; seconded John Waldon)

The media representative and the Executive Director, Nursing and Midwifery left the meeting.

6.4. **MDHB and Manawhenua Hauora Combined Work Plan – six-monthly review**

The General Manager, Māori Health presented this report, which was taken as read.

It was resolved that the Board:

note the progress made against the MidCentral District Health Board (MDHB) and Manawhenua Hauora Combined Work Plan 2021/22

note this is the final report to the Board on the Combined Work Plan between Manawhenua Hauora and MDHB.

(Moved Mataroa Mar; seconded Heather Browning)

6.5. **Board's Work Programme**

The report was taken as read. It was agreed to reschedule the next Health and Disability Advisory Committee and Finance, Risk and Audit Committee meetings to be held on the same day as the final Board meeting (28 June 2022).

It was resolved that the Board:

note the Board's annual work programme

note that a meeting of the Finance, Risk and Audit Committee and of the Health and Disability Advisory Committee will be held on 28 June 2022.

(Moved Brendan Duffy; seconded Mataroa Mar; Karen Naylor voted against)

7. GLOSSARY OF TERMS

8. LATE ITEMS

No discussion.

9. DATE OF NEXT MEETING

Tuesday, 28 June 2022 – Board Room, MidCentral District Health Board, Gate 2 Heretaunga Street, Palmerston North (*subject to any COVID-19 restrictions*).

10. EXCLUSION OF PUBLIC

It was resolved:

that the public be excluded from this meeting in accordance with the Official Information Act 1982, section 9 for the following items for the reasons stated:

Item	Reason	Ref
'In Committee' minutes of the previous Board meetings	For reasons set out in the agenda of 29 March 2022 and 5 April 2022, including ratification of resolutions	
Replacement of Mammography Machines	To carry out without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(j)
MAPU/EDOA Construction Project Update	To carry out without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(j)
SPIRE Project Update	To carry out without prejudice or disadvantage, negotiations (including commercial and industrial negotiations)	9(2)(j)
Transfer to Enable New Zealand Limited – progress report	To protect information which is subject to an obligation of confidence To maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials	9(2)(ba) 9(2)(f)(iv)
Te Awa – Clinical Digital and Technology Modernisation Programmes	To maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials	9(2)(f)(iv)
Health Sector Reforms – Transition Plan for MDHB	To maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials	9(2)(f)(iv)

Unconfirmed minutes

BOARD MINUTES

Board only time	No decision sought	
'In Committee' minutes of the previous Finance, Risk and Audit Committee meeting	For reasons set out in the agenda of the meeting held on 26 April 2022	

(Moved Vaughan Dennison; seconded John Waldon)

Part One of the meeting closed at 11.05am

Confirmed this 28th day of June 2022

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Board Chair

Unconfirmed minutes