

8 November 2022

Ref Number: MHA5470

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Tēnā koe s 9(2)(a)

**Official information request for board agendas and papers from July 2022**

I refer to your official information request dated 20 October 2022 for:

*Copies of Te Aka Whai Ora – Māori Health Authority board and board committee meeting agendas and minutes for meetings held from 1 to 31 July 2022.*

Firstly, Te Aka Whai Ora would like to apologise again for not responding to your original request. We are looking into this as it is of concern that we do not have a record of your query being received by our agency. We appreciate your patience and understanding.

Four documents have been identified as within scope of your request. They, and my decision on release, are listed in Table 1 (enclosed).

Te Aka Whai Ora Board subcommittees did not commence until September 2022. Accordingly, there are no subcommittee agendas and minutes to provide for July 2022.

Te Aka Whai Ora intends to make the information contained in this letter and any attached documents available to the wider public. We will do this by publishing this letter and attachments on our website.

Your personal details will be deleted, and Te Aka Whai Ora will not publish any information that would identify you as the person who requested the information.

You have the right to seek an investigation and review by the Ombudsman of this decision. Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

If you wish to discuss this decision with us, please feel free to contact Te Aka Whai Ora's Ministerial Services team at [mhagovernmentservices@health.govt.nz](mailto:mhagovernmentservices@health.govt.nz).

Nāku noa, nā



Craig Owen  
Interim Director Corporate  
**Te Aka Whai Ora**

**Appendix 1: Document Schedule**

No.	Document Type	Title/Date	Status
1	Board agenda	Board agenda – Friday 1 July 2022	Released in full
2	Board minute	Te Aka Whai Ora Board meeting minutes – Friday 1 July 2022	Released in full
3	Board agenda	Rārangi take / Board agenda – Wednesday 27 July 2022	Released in full
4	Board minute	Mauhanga / minutes – Wednesday 27 July 2022	Information withheld under section 6(a), as the making available of that information would be likely to prejudice the security or defence of New Zealand or the international relations of the Government of New Zealand.

## Board Agenda

Friday 1 July 2022 1.00pm - 4.00 pm

AUT South Campus, 640 Great South Road, Manukau City, Rooms MD210 and MD211

Attendees		Name	Role
		Tipa Mahuta	Chair, Te Aka Whai Ora
		Sharon Shea	Member, Te Aka Whai Ora
		Awerangi Tamihere	Member, Te Aka Whai Ora
		Fiona Pimm	Member, Te Aka Whai Ora
		Dr Mataroria Lyndon	Member, Te Aka Whai Ora
		Dr Sue Crengle	Member, Te Aka Whai Ora
		Riana Manuel	Chief Executive, Te Aka Whai Ora
		Craig Owen	Director Corporate, Te Aka Whai Ora
		Juanita Te Kani	Chief of Staff, Te Aka Whai Ora
		Craig Green	CFO, Te Aka Whai Ora
		Nigel Chee	Deputy Chief Executive, System, Strategy & Transformation, Te Aka Whai Ora

  

Te wā	#	Te Take (Item)	Te Kaikōrero	Te momo pepa
<b>Te Whatu Ora and Te Aka Whai Ora Board members in room MD210</b>				
12.55pm	1.0	Karakia	All	
1.00pm	1.1	Address with Hon. Andrew Little	Minister	
1.30pm	1.2	Interim NZ Health Plan	Rachel Haggerty	Endorsement
		Interim Pacific Health Plan	Nigel Chee	
<b>Te Aka Whai Ora Board move to room MD211</b>				
<b>Kāwana</b>				
1.50pm	2.1	Attendance and apologies	Secretariat	
1.55pm	2.2	Continuous disclosure of interests	Chair	
<b>Tāhūhū rangapū</b>				
2.00pm	3.1	Chief Executive's Update	Riana Manuel	Information

Te wā	#	Te Take (Item)	Te Kaikōrero	Te momo pepa
<b>Whakamana</b>				
2.15pm	4.1	Chief Executive appointment	Board	Ratification
2.20pm	4.2	Instrument of interim Delegation	Craig Owen	Ratification
2.25pm	4.3	Banking arrangements	Craig Green	Ratification
<b>ō Mōhiohio</b>				
2.30pm	5.0	Letter: Carbon Neutral Government programme – Fleet Transition	Secretariat	Information
2.35pm	5.1	Briefing: Delegation to secondees and contractors	Secretariat	Information
<b>Whakamutunga</b>				
3.00pm	6.0	Board only (if required)	Chair	
3.30pm	6.1	Karakia	Chair	

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## Te Aka Whai Ora

### Board Meeting Minutes

Friday, 1 July 2022 1.30pm - 3.00 pm

<b>Chair for the meeting</b> Te Kaihautū mō te hui	Tipa Mahuta for Joint Boards;  Sharon Shea for Te Aka Whaiora meeting
<b>Board attendees</b> Ngā mema o te Poari	Fiona Pimm, Mataroria Lyndon, Awerangi Tamihere and Sue Crengle  Robb Campbell, Dame Karen Poutasi, Hon Amy Adams, Dr Vanessa Stoddart attended for joint Board session
<b>In Attendance</b> Ngā manuhiri	Riana Manuel, Craig Owen (Board Secretariat), Juanita Te Kani, Nigel Chee, Craig Green  Margie Apa attended for joint Boards session; Deborah Roche, Catherine Foster and Cat Fleming joined after the Minister departed.
<b>Apologies</b> Ngā tamōnga	None

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## Joint Board Meeting

The members of both Boards met with the Minister of Health to hear his priorities for Te Aka Whai Ora and Te Whatu Ora (The Ministers speech is saved in the Resources tab in Diligent Boards).

The Minister then left for a community engagement.

## New Zealand Health Plan and Pacific Health Plan

The Boards agreed to review both plans over the weekend and to resolve to approve the plans by email on Monday.

The Boards discussed the important of communications and the expectation of the community to be engaged.

They agreed that the plans were a starting point and that Chairs would discuss the process for reviewing and renewing the plans with the Minister of Health at a meeting on Monday.

## Te Aka Whai Ora Board meeting

Tipa Mahuta declared the meeting open.

The Board then resolved to appoint Sharon Shea as temporary deputy chair for the remainder of the meeting. Tipa left to attend the Te Whatu Ora Board meeting.

The Board resolved to ratify the decision of the interim Board on 22 June 2022 to delegate to Tipa Mahuta authority for the appointment of Riana Manuel as Chief Executive.

The acting chair acknowledged the dawn ceremony at Waitangi earlier in the day and congratulated those Ministerial working group members who had been appointed to the Board of Te Aka Whai Ora.

No new disclosures of interests were tabled.

The Board resolved to ratify the decision of the interim Board on 29 June 2022 to approve delegations and authorised the Board chair to sign the instrument of delegation.

The Board resolved to ratify the decision of the interim Board to delegate to approve banking arrangements with BNZ and authorised the following signatories to the account: Tipa Mahuta, Sharon Shea, Fiona Pimm, Riana Manuel and Craig Green.

## Chief Executive's Update

Riana spoke to this paper and acknowledged the work of departing working group members Dr Chris Tooley and Lady Tureiti Moxon.

She advised the Board that our website [www.teakawhiora.com](http://www.teakawhiora.com) is now up as our our social media platforms which gives us more direct control over our media and communications.

The first 10 Iwi-Māori Partnership Boards are now up and running.

The Board discussed the gifting of the Te Aka Whai Ora name and resolved that it should not be abbreviated in any of our own papers and correspondence (including the use of acronyms). This will also apply to the use of Te Whatu Ora by Te Aka Whai Ora.

Riana provided the Board with an update on Tier 2 recruitment and transfers.

The Board noted that the Statement of Intent and Statement of Performance Expectations are in draft form to be provided at the next Board meeting.

Riana advised that Te Aka Whai Ora would be moving into Kotuku House in Manukau. A powhiri for the Board and staff will be arranged once we take possession. Wellington based staff will continue to be housed in the Spark Building and Te Whatu Ora staff will be co-located with them.

## Correspondence

The Board noted two items of inward correspondence:

- Carbon Neutral
- Approval by Minister of Health for delegations

The Board also requested that other items be placed into the Diligent Boards resources section:

- Final of Government Policy Statement
- Minister's speech to joint boards

## Next meeting

The Board agreed to meet next on 27 July in Auckland for a full day.

The morning session will be dedicated to a commissioning wānanga.

## Whakamutunga and Karakia

Sharon Shea, as temporary deputy Chair, declared the meeting closed at 3.30 pm. The meeting closed with Karakia Hauora.



## Open actions post-meeting

No	Action	Responsible Owner	Due Date	Status	Comments
TAWO220629001	Ensure induction sessions are organised around the availability of Board members.	Secretariat	27/7/22	In planning	
TAWO220629002	Make changes to the draft Board Programme as directed. Work with the Board to reshape their 2022/23 and 2023/24 calendar.	Secretariat	27/7/22	In planning	
TAWO220629004	Complete a rapid review of the delegations framework to ensure it is aligned with the Board's expectations and risk appetite.	Chief Executive	27/7/22	With CFO to complete	To be tabled at Board meeting 27 July
TAWO220629005	Design a process of regular review of the delegations to ensure they are ongoingly fit-for-purpose.	Secretariat	27/7/22	In planning	Likely to be annual review of delegations
TAWO220629007	Establish a process to support the Chair in reporting urgent decisions to the Board at subsequent meetings.	Secretariat	27/7/22	In discussions	

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### Actions closed at this meeting

No	Action	Responsible Owner	Due Date	Status	Comments
TAWO220629003	Chair to report the outcome of the Chief Executive appointment back to the next board meeting.	Chair	1/7/22	Completed	
TAWO220629006	Re-ratify 29/6/22 decisions at the next Board meeting or when Board members have accepted their official appointment letters.	Secretariat	1/7/22	Completed	

Signed Tipa Mahuta

Date

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# Rārangi take

Date: Wednesday 27 July 2022 | Time: 9.00am – 3.00pm

Room: 585 Great South Rd, Penrose , | [Meeting link](#)

Name	Role	Name	Role
Tipa Mahuta	Board Chair	Riana Manuel	Attendee
Sharon Shea	Board Member	Junita Te Kani	Attendee
Dr Sue Crengle	Board Member	Craig Owen	Attendee
Dr Mataroria Lyndon	Board Member	Craig Green	Attendee
Fiona Pimm	Board Member	Mara Andrews	Attendee
Awerangi Tamihere	Board Member	Nigel Che	Attendee

  

#	Te Take /Item	Te Kaikōrero / Presenter	Te momo pepa	Te wā
<b>1 Whakahaerenga / Admin</b>				
1.1	Meeting opening / Karakia	Chair		
<b>2 Āmine/ Approval</b>				
2.1	Commissioning Budget 2022 – 2026: Investment Plan	Nigel Che	Agree / Decline	60
2.2	Te Aka Whai Ora Commissioning Framework			60
-	Dr Ashley Bloomfield	Chair	Noting	10
2.3	Joint Co-Commissioning Framework	Nigel Che	Agree / Decline	60
<b>Tina / Lunch</b>				
<b>3 Papa anake / Board only</b>				
3.1	Continuous Disclosure	Craig Owen	Noting	5
3.2	Approve Minutes & Action Register		Agree / Decline	
3.3	Chair Update	Chair	Noting	20
3.4	Risk Management Discussion			10
3.5	Dentons Legal Advice Discussion			10
<b>4 Ngā Manake Tātai / Strategic Priorities</b>				
4.1	Cybersecurity	Matt Lord	Noting	10
4.2	Public Service Commission	Robert Anderson	Noting	30
<b>5 Tuemo tū / Standing items</b>				
5.1	Chief Executive Update	Riana Manuel	Noting	5
5.2	Reporting Dashboard			5
5.3	Financial Update 30 June 2022	Craig Green		5
5.4	Standing Committees Report Backs	Craig Owen		5
<b>6 Ā mine/ Approval</b>				
6.1	Standing Committees	Craig Owen	Agree / Decline	10
6.2	Fees Policy			10

#	Te Take /Item	Te Kaikōrero / Presenter	Te momo pepa	Te wā
7 Ngā Pūkete / Accountabilities				
7.1	Te Pae Tata	Craig Owen	Noting	10
7.2	Draft Statement of Intent			10
7.3	Draft Statement of Performance Expectation			10
8 Mōhiohio/ For Information				
8.1	Delegations Review			
8.2	Correspondence			
8.3	Engagements			
8.4	Reporting to the Minister			
8.5	Memo Inclusion of Rongoā Māori in the Therapeutic Products Bill			

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# Mauhanga

**Date:** Wednesday 27 July 2022 | **Time:** 9.00am – 4.00pm

**Room:** 585 Great South Rd, Penrose, | [Meeting link](#)

Name	Role	Name	Role
Tipa Mahuta	Board Chair	Riana Manuel	Attendee
Sharon Shea	Board Member	Craig Owen	Attendee, via Zoom
Dr Sue Crengle, via Zoom	Board Member	Nigel Chee	Attendee
Dr Mataroria Lyndon, via Zoom	Board Member	Craig Green	Attendee, via Zoom (item 5.3)
Fiona Pimm, via Zoom	Board Member	Mara Andrews	Attendee, via Zoom
Awerangi Tamihere	Board Member	Harley Rogers	Attendee (item 2)
<b>1 Whakahaerenga / Admin</b>			
<b>1.1</b>	<b>Meeting opening / Karakia</b>		
<b>2 Āmine/ Approval</b>			
<b>2.1</b>	<b>Commissioning Budget 2022 – 2026: Investment Plan</b>		
a.	Noted the budget for direct and partnered commissioning that is uncommitted and available for the Māori Health Authority is \$95.5m in 2022/2023 and a cumulative figure of \$437.8m over four years inclusive of this sum [note this figure excludes B21 investments already approved by the Board and committed].		
b.	Agreed the paper to be held over and a narrative from the conversations today to be collated for further discussion on 3 August 2022.		
<b>2.2</b>	<b>Te Aka Whai Ora Commissioning Framework</b>		
a.	Noted the Co-Commissioning Framework was presented to the interim Māori Health Authority (iMHA) Board sought some final edits.		
b.	Noted the interim Health New Zealand (iHNZ) Board endorsed the co-commissioning framework presented to them on 27 May 2022.		
c.	Noted the next steps of implementation with the completion of an operating model between Te Aka Whai Ora and Te Whatu Ora. Targeted work has begun through a series of weekly workshops between Managers of both entities who have a commissioning responsibility including the Ministry of Health (MoH).		
d.	Noted the updated Co-Commissioning Framework.		
e.	Agreed the paper to be held over and a narrative from the conversations today to be collated for further discussion on 3 August 2022.		
f.	Noted that co-commissioning will be the subject of a joint Board’s discussion on 18 August 2022.		
-	<b>Dr Ashley Bloomfield</b>		
a.	Dr Mataroria Lyndon opened the korero with Dr Bloomfield and Tipa Mahuta thanked Dr Bloomfield.		
a.	Each Board member took a moment to offer a personal thanks for his work.		
<b>2.3</b>	<b>Joint Co-Commissioning Framework</b>		
a.	Noted the updated draft Te Aka Whai Ora Commissioning Framework has been re-framed as the “Te Aka Whai Ora: Hauora Māori Outcomes Commissioning Framework” and includes the following (all of which will inform the operating model development):		
	I.Three commissioning domains;		
	II.Commissioning values and Te Tiriti principles;		
	III.Commissioning principles;		

- IV.Commissioning terminology;
- V.Commissioning practices; and
- VI.Commissioning outcomes in Appendix five (5) (draft pending final Board approved outcomes framework).

- b. **Noted** this paper will be shared with the Health New Zealand Board for the members' information, so their Board is aware of the linkage with the co-commissioning role.
- c. **Agreed** the paper to be held over and a narrative from the conversations today to be collated for further discussion on 3 August 2022.

Tina / Lunch

3 Papa anake / Board only

### 3.1 Continuous Disclosure

- a. **Notes** updates of interests provided by Dr Sue Crengle, Sharon Shea and Dr Mataroria Lyndon were provided to the Secretariat and that the register will be updated accordingly.
- b. **Agree** that full disclosure table including mitigations previously provided to be used

### 3.2 Approve Minutes & Action Register

- a. **Agree** the minutes of the meeting of 1 July 2022 were approved by the Board.

### 3.3 Chair Update

- a. **Noted** discussion not minuted.

### 3.4 Risk Management Discussion

- a. **Noted** that this is to be done through a wānanga workshop to inform future board discussions and a register to be developed gradually.

### 3.5 Dentons Legal Advice Discussion

- a. **Noted** that Te Kawa Mataaho / Public Service Commission (PSC), Tumuki o te Mana Arotake / Office of Controller and Auditor- General (OAG), Kupu Taurangi Hauora o Aotearoa / Health Quality & Safety Commission New Zealand (HQSC) (free 2day session) are also offering induction sessions to the Board.
- b. **Agreed** that further legal advice would be commissioned through the Chief Executive (CE) where required to ensure processes to manage risk mitigation, e.g. Iwi Māori Partnership Boards (IMPBs) or our monitoring role; as part of the work programme; rather than the proposed Dentons induction sessions.

### Hauora Māori Committee

Parekawhia McLean, Chair of the Hauora Māori Committee joined the meeting and updated the Board on the process for appointing two additional board members.

- a. **Directed** that an induction plan be prepared for the Board for implementation when the two additional members are appointed.

4 Ngā Manake Tātai / Strategic Priorities

### 4.1 Cybersecurity – Matt Lord from Te Whatu Ora presentation

- a. **Noted** that the Cyber security team are looking to work with Te Aka Whai Ora and to identity a Governance Leader.
- b. s 6(a) [Redacted]
- c. s 6(a) [Redacted]

### 4.2 Public Service Commission – Nick Brown presentation

- a. **Noted** the presentation by the Te Kawa Mataaho / Public Service Commission

<p>b. Noted the offer of support provided for which the team will make contact as required</p>
<p><b>5 Tuemo tū / Standing items</b></p>
<p><b>5.1 Chief Executive Update</b></p>
<p>a. Noted the paper was taken as read.</p> <p>b. Noted the official Te Aka Whai Ora website will be available late September 2022.</p> <p>c. Noted Organisation structure is still being developed. Currently there are a staff of 95. Recruitment is underway with some transfers occurring where applicable.</p>
<p><b>5.2 Reporting Dashboard</b></p>
<p>A draft dashboard was presented to the Board to identify the priorities that the Board require monthly reporting against.</p> <p>a. Noted the working draft of the 90 days priorities template to be used to complement the CE report through the quarters, monthly reporting.</p> <p>b. Agreed that Board members would provide feedback to the Secretariat.</p>
<p><b>5.3 Financial Update 30 June 2022</b></p>
<p>a. Noted the paper which was taken as read.</p> <p>b. Noted through transitioning to the Memorandum of Understanding (MoU) with Health and Te Whatu Ora we need to ensure we have robust processes and systems in place and budgets are still being set.</p> <p>c. Noted the financials provided - Forecasting against actual and variance against full budget for 2021/22.</p> <p>d. Agreed that the Chief Financial Officer (CFO) would engage with Board members about their monthly finance reporting requirements.</p>
<p><b>Āmine/ Approval</b></p>
<p><b>6.1 Standing Committees</b></p>
<p>a. Agreed to establish a Finance, Accountability and Audit sub-committee.</p> <p>b. Agreed to establish a People, Culture and Remuneration sub-committee.</p> <p>c. Noted that the Board may elect to hold sub-committee sessions within a full Board agenda.</p> <p>d. Referred the draft Terms of Reference for each sub-committee to review and provide back to the Board for approval.</p> <p>e. Agreed Te Aka Whai Ora Board members for our sub-committees are:</p> <ul style="list-style-type: none"> <li>• Finance, Accountability and Audit – Sharon Shea, Fiona Pimm and Dr Sue Crengle.</li> <li>• People, Culture and Remuneration – Tipa Mahuta, Dr Mataroria Lyndon and Awerangi Tamihere.</li> </ul> <p>f. Agreed that the sub-committees would meet to review the draft terms or reference and report back to the Board for approval of the terms of reference and a work programme for each committee.</p>
<p><b>6.2 Fees Policy</b></p>
<p>a. Agreed that Board fees be calculated and paid monthly in accordance with the Cabinet Fees Framework.</p> <p>b. Noted that the Secretariat will maintain a schedule for members of engagements, and hui on behalf of Te Aka Whai Ora.</p> <p>c. Noted that the Governance budget will provide for fees, expenses, and professional development expenses for Board members.</p> <p>d. Agreed that the Board will review days worked on a six-monthly basis to enable the Chair to approach the Minister for additional days, if required.</p>
<p><b>7 Ngā Pūkete / Accountabilities</b></p>
<p><b>7.1 Te Pae Tata</b></p>

	a. Noted the paper and taken as read.
<b>7.2</b>	<b>Draft Statement of Intent</b>
	a. Noted the paper and taken as read b. Agreed to provide any feedback to the Secretariat email address.
<b>7.3</b>	<b>Draft Statement of Performance Expectations</b>
	a. Noted the paper and taken as read. b. Agreed to provide any feedback to the Secretariat email address.
<b>8 Mōhiohio/ For Information</b>	
	<b>Delegations Review</b>
<b>8.1</b>	a. Agree the revisions to the delegation's framework. b. Agreed that a capital delegation for the Chief Executive will be required. c. Agreed that a Fraud policy be developed for the Board's consideration.
<b>8.2</b>	<b>Correspondence</b>
	<b>Engagements</b>
<b>8.3</b>	a. Agreed that a Communications and Engagement strategy be developed for the next Board meeting (24 August 2022).
<b>8.4</b>	<b>Reports to the Minister</b>
<b>8.5</b>	<b>Inclusion of Rongoā Māori in the Therapeutic Products Bill</b>

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