



AUCKLAND DISTRICT HEALTH BOARD

**Minutes of the meeting of the Board held on Thursday 28 March 2002
in the Marie Hosking Room, Level 7, Building 14, Green Lane Hospital, Auckland
commencing at 1:45pm.**

The Chair declared the meeting open at 2:00pm.

Board Members

Wayne Brown (Chair)
Margaret Horsburgh (Deputy Chair)
Crystal Beavis
Susan Devoy
Di Nash
John Retimana
Vicki Salmon
Ian Scott
Pat Snedden
Rees Tapsell

Management in Attendance

Graeme Edmond – Chief Executive
Marek Stepniak – Chief Operating Officer
Brenda Saunders - GM Communications
Ian Bell -Board Administrator

1. ATTENDANCE AND APOLOGIES

Apologies were received from Ian Scott for lateness and Charles Lowndes for absence.

2. ADDRESSES

Ministry of Health

Karen Poutasi, Director General of Health with Don Matheson, Deputy Director General Public Health addressed the meeting. Karen Poutasi considered that the ADHB had captured what the purpose of a DHB was in the Proposed Strategic Plan with its population focus and emphasis on early intervention and inequities for Maori and Pacific Island groups.

Don Matheson reiterated the population approach to improve health and address health inequalities giving the example of tobacco as intervention at all levels of the health system from public health education, primary care initiatives and tertiary care.

Ian Scott joined the meeting at 2:14pm.

Don commented on the Glen Innes project and the regional public health unit run by ADHB.

Board members raised the question of interflows within the greater Auckland area, clear communication conduits within the Ministry to get questions and issues addressed and the use of census data that only provides a catch-up every 5 years. Karen advised that the Ministry was working on how and when the population model is updated.

ProCare Health

Mark Wills, CEO Procure made a presentation to the Board advising that ProCare was a IPA with 600,000 registered patients, 375 GPs covering 40% of the Auckland region of which 54% or 202 GPs were in the ADHB area. He outlined a number of Procure initiatives that were supported by the Board.

National Guidelines Group

Professor Norman Sharpe was introduced by Margaret Horsburgh and gave an overview of the Guidelines Group, principles and processes used and work currently being undertaken.

3. CONFIRMATION OF MINUTES 28 FEBRUARY 2002

Notice of Motion

Moved Vicki Salmon, seconded Pat Snedden

That the draft minutes be amended to record:

Section 2

Rees Tapsell after Charles Lowndes had stated that he had acted in compliance with Section 27 on the New Zealand Public Health and Disability Act 2000 advised the he did not believe that Charles had acted in accordance with that section. The question was asked if Charles was prepared to make a retraction in the media. Charles Lowndes responded in the negative. At that point Rees Tapsell proposed a motion of censure.

Crystal Beavis and Charles Lowndes voted against the motion.

Section 6.1

That a subcommittee of Pat Snedden, Vicki Salmon, Ian Ward and Marek Stepniak be established to advance a costing system.

Carried

Minutes

Moved Ian Scott, seconded Wayne Brown

That the minutes of the meeting of the Auckland District Health Board held on 28 February 2002 be confirmed as a true and correct record with the amendments as per the passed notice of motion.

Carried

3. MATTERS ARISING FROM MINUTES

The Board reviewed the matters arising from the previous meeting.

6.1 Business cases would be brought to the next Board meeting and were to be distributed as soon as they are available.

5 Graeme Edmond advised that centralised theatre management was targeted for 1 July 02, centralised admitting, inpatient and outpatient bookings had been started and a list of consultants had been received and would be distributed once he had reviewed it. Processes to review overseas travel were being developed by the Internal Auditor, a paper on HSDP reconfiguration would be going to the Building and Change Committee and the Manager of the Change Programme understood the placement of project managers from existing operation managers where possible.

Moved Ian Scott, seconded Margaret Horsburgh

That the ADHB accepts the resignation of Charles Lowndes from the Building and Change Committee and appoints Pat Snedden to that Committee.

Carried

Moved Ian Scott, seconded Margaret Horsburgh

That the ADHB accepts the resignation of Rees Tapsell from the Building and Change Committee and appoints him to the Quality Committee.

Carried

Moved Ian Scott, seconded Margaret Horsburgh

That the ADHB accepts the resignation of Ian Scott from the Quality Committee and appoints him to the Building and Change Committee.

Carried

4. CHAIRMAN'S REPORT

Wayne Brown reported that he considered Medical and Surgical as the major areas contributing to the deficit. He also asked how staff could be identified, consideration of visiting scheduling to reduce the numbers of unidentified persons in wards and consideration of greeting and directing people. Graeme Edmond advised all staff were required to wear identity tags.

The report on mortality rates was noted.

6. CHIEF EXECUTIVE'S REPORT

6.1 Report

Graeme Edmond advised that the consultation meetings on the Proposed Strategic Plan were not well attended however the discussions had been useful.

He advised the Annual Plan was being developed within a very tight timetable with the next financials due with the MoH on 15 April. It was suggested that a strategic planning meeting be held on Wednesday 24 April to address the Annual Plan, Capital Plan etc. in the context of the amount of capital funding that would be available, including for HSDP equipment, and impacts on later years.

The high Lost Time Injury Frequency Rates (LTIFR) in Green Lane, Medical and Surgical services were noted.

Under-volumes were an issue with the CFA that is being negotiated, as were the demographic increases. The Board requested that a letter be sent to the Director General of Health on the concerns related to census and demographic information being used.

6.2 Draft Annual Plan

This had been commented on in the CE's report.

6.3 Inter-district Flow Strategy

This matter needed to be addressed and supported particularly with Waitemata and Counties/Manukau. Implementation of price adjustments would be incremental however it was proving difficult to get unimpeded negotiations.

6.4 Charitable Trust

Moved Pt Snedden, seconded Ian Scott

That the ADHB endorses the A+Charitable Trust (A+CT) and the Starship Foundation (SF) to establish a new Trust and a Management Company whose role is to raise funds for the SF and the new Trust for projects agreed by Auckland District Health Board.

Carried

It was noted that funds raised needed to be equalised across services over time.

6.5 Appointment of Trustees to Spectrum Care Trust Board

Moved Margaret Horsburgh seconded Vicki Salmon

1. *That Brian Cutting and Dr Anne Simpson be appointed to the Board of Trustees of the Spectrum Care Trust Board for a further term ending on 30 April 2004;*
2. *That the restriction which prohibits a trustee from holding office for more than nine consecutive years contained in clause 2.3.1(2) of the Deed of Trust be retained.*

Carried

6.5 Northern Clinical Training Network

Moved Ian Scott, seconded Margaret Horsburgh

That the ADHB appoints Dr Stephen Child, RMO Director of Clinical Training and Marek Stepniak, Chief operating Officer to the Board of the Northern Clinical Training Network on behalf of ADHB.

Carried

7. FINANCIAL REPORTS

It was noted that the Audit Committee had reviewed the financial reports, noting the focus on achieving an end of year result within the \$72m agreed, concentration on big loss areas and the addition of a gap to forecast line to reports.

Marek Stepniak advised that the downside risks were huge compared with upside risks, with the coming winter work load, traditional loss of staff when patient numbers rise with additional cost, industrial relations and the Change Programme.

8. BUILDING AND CHANGE COMMITTEE

The Board was advised that HSDP was close to balancing a revision of scope to within budget. This had resulted in making compromises. Details would be presented to the next Building and Change Committee meeting. The Change Programme was requesting additional money to implement the programme. Good tenders for the Green Lane development had been received.

9. QUALITY COMMITTEE

Margaret Horsburgh advised that the Committee was getting an understanding of the organisation, how quality is handled and working through how the Committee is notified of issues. There was a lack of IS support for information on quality.

10. AUDIT COMMITTEE

Vicki Salmon reported that the Committee had gone through the financial reports, balance sheet and cashflows in detail. Capex had been slowed and requirements for equity would be within the \$106m limit advised. This would therefore allow for some flexibility. Cashflows and the equity requirement of \$30 in July were being closely managed. IS systems and costing system options could be considered on 24 April.

She advised Board members of the wider view of Disclosures of Interest advising that they notify the Board Administrator of all financial interests or director/boardships for recording in the Interests Register.

11. NEXT MEETING

The next monthly meeting is rescheduled to be held on Tuesday 30 April 2002.

12. CLOSE OF MEETING

The meeting closed at 5:42pm.

CONFIRMED

CHAIR

DATE