

Minutes of the Meeting of the Members of the
Counties Manukau District Health Board
Held in the Board Room, Counties Manukau District Health Board,
19 Lambie Drive, Manukau
On Tuesday 13th November 2001 at 1.00pm

Present: Mr Ross Keenan (Chair), Prof. Gregor Coster, Mrs Metua Faasisila, Mr Wayne McLean, Dr Debbie Ryan, Prof. Sir John Scott, Mr Geoff Wales

In attendance: Mr David Clarke, Mr Chris Mules, Mr Ron Pearson, Mr Alistair Burry (Secretary)

Apologies: Dr Peter Jansen (Deputy Chair)

1. Welcome

The Chair, Mr Ross Keenan, welcomed the Board and observers to the 10th public meeting of the Counties Manukau District Health Board, noting that there were two members of the public and one media representative attending.

2. Apologies

Apologies were received from Dr Peter Jansen.

3. Ratification of Previous Minutes

The minutes of the previous Board meeting of the Counties Manukau District Health Board held on Tuesday 9th October 2001, having been circulated, were taken as read and confirmed.

This recommendation was moved by Mr McLean, seconded by Dr Ryan and approved by Board members.

4. Matters Arising

All matters arising were covered elsewhere in the agenda.

5. Procedural Issues

5.1 Deputations

There were no deputations from the public.

5.2 Disclosure of Interest

The Register of Conflict of Interest was made available for review at the Board meeting. There were no additional declarations of Conflicts of Interest relative to the agenda.

6. Chief Executive's Monthly Report

6.1. Key Issues

Mr David Clarke spoke to his report covering the key issues as detailed.

a) Annual Plan / Budget / Funding Update

The Ministry of Health and Treasury have requested CMDHB to participate in an Auckland Region review of DHB's Provider Arm cost growth. This has so far been a verbal request and written confirmation and full details are awaited. The Ministry have approved the deficit in CMDHB's draft Annual Plan.

However, the Ministry require compliance with some accountability indicators, some of which may cause difficulty, or lack funding to implement.

An alternative indicator for the proposed repeat admission rate for asthma sufferers aged 5 to 14 years has been requested from the clinicians for submission to the Ministry.

b) Crown Funding Agreement

Completion of the CFA is awaiting the final sign off of the Annual Plan.

c) DHBNZ

The agenda for the DHBNZ Primary Health Group meeting on November 8 was included in the papers for information.

d) Adult Medical Centre

Funding approval has been received from Government for \$8.4m for construction of the second stage of the Adult Medical Centre. Completion is expected late August 2002. The letter of thanks written by the Chair, Mr Keenan, to the Minister of Health was circulated to the Board members. This approval is to be added to the Achievements Register.

e) Neonatal Unit Proposal

The Crown is still processing the application for funding for the proposed new Neonatal Unit. Management is hopeful of a positive outcome.

f) WAVE

A paper on the Health Information Management and Technology Plan - WAVE project (Working to Add Value through E-information) was included for the information of the Board.

g) Shared Services

The relationship with Waitemata DHB is now working well. It has been agreed to share the transactional Finance functions, although the likely ultimate move to Oracle systems is dependent on funding of the purchase at no cost to CMDHB.

Purchasing cost savings continue to be realised as expected. Waikato and Taranaki DHB's (and Auckland to a limited extent) are being included in some purchasing initiatives.

h) Auckland Region IT Services

The Ministry has approved \$6.5m for Waitemata to adopt Isoft. Auckland are also now planning to move to Isoft.

i) PBF Primary Care

A paper on Primary Care Information prepared by Dr Gary Jackson dated 8 November 2001 was discussed. Prof. Coster outlined some of the difficulties with the use of NHI numbers.

The Board Resolved (moved Prof Coster / seconded Dr Ryan) **that:**

- **The Board receive this report;**
- **The Board write to the Minister of Health supporting the implementation of the recommendations of the WAVE project, and asking for urgency in the upgrade of the NHI in particular;**
- **The Board endorse the use of the NHI number in all primary care data collections.**

The Board duly authorised the resolution.

6.2. Planning & Funding

The General Manager Planning & Funding, Mr Chris Mules, updated the Board on the following matters.

a) Primary Care Update

A letter from the Ministry of Health dated 4 October 2001 on funding for the Primary Sector, included in the Board papers, was discussed. The shortfall (over all DHB's) for funding for the current year is estimated at \$42m by the Ministry and \$82m (revised) by DHBNZ. Prof. Coster expressed concern at the comments on growth in the letter (page 17 of the Board papers) leading to the current underbudgeting of expenditure.

The Ministry's Work Programme, as set out on page 23, was discussed. The Board agreed that the Work Programme was very important. It was noted that the Ministry's intention, as set out in the letter on page 12 of the papers, is "to generate the planning parameters for November 30". A letter is to be sent to the Minister noting that CMDHB is looking forward to this outcome by the November deadline.

The Work Programme is to be brought to the next Board meeting to familiarise the new Board.

b) IPA Budget Management of Pharmaceutical Services

For the 2001/02 year, the Ministry is leading Budget setting. Mr Mules reiterated the risk sharing arrangement between the Ministry and DHB's which is likely to result in CMDHB's share being \$0.9m. However, even this will be reimbursed with no cash or Earnings impact in this year.

c) Mental Health

The letter from the Ministry dated 18 October 2001 on the Mental Health Commission's Blueprint for Mental Health Services was discussed. The Board expressed disappointment and concern over the underfunding of the Northern Region, as set out on page 29. It was noted that additional funding of \$70m would be required to raise the funding level for this region to the 75% of Blueprint given to the Central and South Island regions, rather than 58%, or \$170m to reach 100% of

Blueprint.

6.3. Performance

a) Volumes

The graphs commencing on page 38 were reviewed by the Board. Mr Clarke advised that the growth in ED volumes was flattening, which was pleasing.

b) Financial

The Board acknowledged the split of the financial result into the component parts of the DHB. Mr Pearson advised that the Debt/Equity ratio on page 52 should be 235.3%. Professor Coster confirmed that he was very satisfied with the Funder reports.

Mr Pearson advised that significant improvements in cash flow through reduction in Receivables had been achieved in October, with ACC debt lowered by \$1m and A+ by \$0.5m. This had been achieved through close communication and persistence.

6.4. FMP

Mr Clarke reported that the Facilities Modernisation Project continues on time and on budget. The sound management of the programme by staff and Mr Wales' valuable input were noted by the Board.

6.5. Integrated Care

The Integrated Care report was noted. Comprehensive evaluation reports on the success of Integrated Care projects, due the following week, are to be circulated to the (old) Board.

With the Waiting Times project, it was clarified that at SAH, only patients who were not able to be seen within 12 months are sent back to their GP to manage. The MoH guideline is for this to happen after only 6 months.

6.6. IS Strategic Update

The IS Strategic Update report was reviewed with the Chief Information Officer, Mr Phil Brimacombe, who joined the meeting. Under item 4 on page 64, it was noted that Lab e results, currently at 70% had improved from 20% in February, so major progress had been achieved.

8. Presentation – IT Clinical Systems

Mr Brimacombe presented to the Board, the current status of SAH's clinical systems and plans & objectives for the short to medium term. These included sending discharge summaries to GP's electronically. The security of the Health Intranet is very safe.

The Board complimented Mr Brimacombe and his team for the presentation and the quality of the IT clinical systems.

10. Working Party Reports

10.1. Community and Public Health Advisory Committee

The Committee Chair, Prof. Coster, spoke to his report and the minutes of the meeting of CPHAC on 23 October 2001 and advised that he was awaiting the nomination to the Committee of a suitable primary care nurse from GPSAG. This

nomination would come to the Board for approval.

The recommendation under item 8 in the minutes was moved by Prof. Coster and seconded by Prof. Sir John Scott. However, the motion was withdrawn and referred back to the Committee to clarify the Health Gain Priorities.

The recommendation under item 9 in the minutes was moved by Prof. Coster and seconded by Prof. Sir John Scott and **Resolved:**

That the Board approve the following planning principles for PHO development:

- 1. Priority be given to development of PHO's focused on the needs of people in the areas with the greatest health inequalities;**
- 2. Primary Health Care Strategy and "Draft minimum Requirements and Guidelines for PHO's" will provide the framework for selection and development of at least two organisations;**
- 3. Counties Manukau DHB will:**
 - Use this initiative to support development of a primary care strategy for Counties Manukau, and as a basis for subsequent broader development of PHO's in the district**
 - Link the development of at least two PHO's closely with other Counties Manukau initiatives in primary care (Integrated Care, Intersectoral)**
 - Comply with our provider selection policy in using fair and transparent processes to select the organisations we will work with in the initiative;**
- 4. The funding for PHO development will be used to support DHB project management and preparation of business plans by at least two organisations.**

The Board duly authorised the resolution.

10.2. Hospital Advisory Committee

The report by Mr Wales (Chair) and minutes of the HAC committee held on 7 November 2001 were noted.

It was clarified that under item 6.7 of the minutes, the approval was for the Adult Medical Centre only.

10.3. Disability Support Advisory Committee

The report by Mrs Faasisila (Chair) and the minutes of the first meeting of DiSAC on 6 November 2001 were noted, as was the increased membership of this committee, now including Mana Whenua appointees. Under item 6 of the minutes, Mrs Faasisila advised that it is understood that the date for devolution of disabilities services may now be July 2003.

10.4. Committee Meetings

The respective Committee Chairs confirmed with the Board Chair, Mr Keenan, that they would hold one further meeting prior to the next Board meeting on December 11, under the currently constituted Committee memberships, before the new elected Board members took up office.

10.5. Pacific Health Advisory Committee

The report by Dr Ryan (Chair) and the minutes of the meeting of the PHAC committee held on 8 November 2001 were noted.

10.6. Maori Health Advisory Committee

Mr McLean advised the new name adopted for the Committee, as suggested at the last Board meeting. It is intended that the Committee will meet for the first time prior to the next Board meeting on December 11. Mr McLean is to meet with the secretary of Mana Whenua to discuss the agenda, which will be essentially a briefing and include:

- Terms of Reference for the Committee, to link back to the Memorandum of Understanding signed with Mana Whenua
- Overview of DHB
- Mechanisms for reporting Maori issues through the various Board Committees
- Issues of confidentiality on matters not in the public arena
- Thomas Maniapoto is to invite Chris Mules and other senior management to give an overview

Mr McLean is to ensure that all new members sign Conflicts of Interest and Confidentiality forms.

The Board resolved (moved Mr Keenan / seconded Prof. Coster) that the public and media be excluded from discussion on the remaining matters, due to commercial sensitivity. The motion was carried unanimously.

Accordingly the public and media were excluded from the balance of the meeting.

12. Next Meeting

The next Board meeting will be held on Tuesday 11th December at 1.00pm at 19 Lambie Drive, Manukau City.

There being no further business the meeting concluded at 5.50pm.

Signed as a true and correct record on the day of 2001.

Chair:
Ross B Keenan

Recommendation (moved/ seconded)

That the minutes of the meeting of Counties Manukau District Health Board of 13th November 2001 be approved.