

# Community & Public Health Advisory Committee Minutes

of the meeting held on 28<sup>th</sup> February 2006, from 1.00 to 4.00pm, at the Boardroom, 19 Lambie Drive

1) Present:	<p>Mr Paul Cressey (Chair), Ms Airini Tukerangi, Ms Donna Richards, Mr Bill Mudgway, Mr Arthur Anae, Mrs Jillian Dooley, Mr David Collings, Mrs Eileen Fox, Ms Miria Andrews, Dr Peter Didsbury.</p> <p>In attendance: Dr Allan Moffitt, Mr Chris Mules, Ms Janine Pratt and Ms Subha Srinivasan (secretary)</p> <p>Members of public: Mr Warren Lindberg</p>	
Apologies:	Mrs Nganeko Minhinnick, Mr Sefita Hauoli, Ms Yvonne Waterreus, Ms Jenny Prince, Mr Pat Snedden, Ms Malia Hamani	
<b>Action</b>		
2) Minutes of Previous Meeting:	<p>Noted some corrections to previous minutes as follows:</p> <ul style="list-style-type: none"> <li>- Apologies from Dr Peter Didsbury for January CPHAC meeting to be included.</li> </ul> <p><b>Resolution:</b> Noted that minutes of the meeting of CPHAC held on Tuesday 24<sup>th</sup> January 2006, having been circulated, were taken as read and confirmed and ratified with the proposed changes described above.</p> <p><b>Moved:</b> Ms Miria Andrews <b>Seconded:</b> Ms Donna Richards <b>Carried:</b> Unanimous</p>	None
3) Procedural Matters	<p><b>Interests Register</b></p> <ul style="list-style-type: none"> <li>- Noted that the interests register continues to be updated – all updates to be forwarded to Subha for inclusion in the register.</li> </ul> <p><b>CPHAC Members' Profile</b></p> <ul style="list-style-type: none"> <li>- Noted this continues to be updated.</li> <li>- Noted a correction to Mr Bill Mudgway's profile – he is not the past President, but the current President of the Auckland Radio and Television Broadcaster's Club</li> </ul> <p><b>Appointments Register</b></p> <ul style="list-style-type: none"> <li>- Noted this needs to be checked and ensure process in place.</li> </ul>	
4) Matters Arising:	<p>Census 2006</p> <ul style="list-style-type: none"> <li>- Mr Chris Mules indicated that no further action beyond the current national campaign had been undertaken.</li> <li>- Mr David Collings noted the ethnicity question did not appear to have changed.</li> </ul> <p>Auckland Renal Project Update</p> <ul style="list-style-type: none"> <li>- Mr Bill Mudgway noted the numbers are "startling".</li> </ul> <p>Noted documents available at the meeting</p> <ul style="list-style-type: none"> <li>- CCM Interim Evaluation report</li> <li>- Auckland Renal Project report</li> <li>- Sexual health guidelines to be distributed when available.</li> </ul> <p>Flu Vaccination</p> <ul style="list-style-type: none"> <li>- Noted this is being discussed by management particularly</li> </ul>	

	<p>with relation to DHB staff where there has been low coverage in previous years.</p> <p>Website</p> <ul style="list-style-type: none"> <li>- Noted that a communication student has been employed on a short term contract to update the Planning &amp; Funding component of the website, and to ensure relevant and up-to-date information is available.</li> </ul>	
<p>5) CPHAC Priorities</p>	<p><b>5.1 Focussing on our Priorities</b></p> <p>Presentation by Chris Mules/Janine Pratt on determining priority areas for the organisation.</p> <ul style="list-style-type: none"> <li>- Noted that general consensus supports the needs to progress from a priority initiatives approach to multi-year funding paths for action areas in applying discretionary funds.</li> <li>- This approach positions the organisation to focus on the priority areas supporting the District Strategic Plan outcomes framework.</li> <li>- Agreement reached by Board to focus on 10 action areas with multi-year plans, KPIs, and commitment for funding. These action areas will be the focus of the District Annual Plan and appropriate accountability structures to oversee these plans will be finalised.</li> </ul> <p>The following was noted during the discussions:</p> <ul style="list-style-type: none"> <li>- Health of older people (HOP), chronic care management (CCM) and obesity not listed in the action areas.</li> <li>- Clarified that CCM will be picked under Primary Care.</li> <li>- Obesity has been strongly identified in various plans and will be driven through the Let's Beat Diabetes social marketing strategy.</li> <li>- HOP – noted this area does not require new investment, more a reorientation of existing services and funding to support ageing in place.</li> <li>- Noted endorsement in principle from CPHAC for the 10 action areas and the proposed investment for a sustained development of services.</li> <li>- Noted that CPHAC would like to see a breakdown of the action areas and be a part of further discussions.</li> <li>- A quick snapshot of CPHAC priorities for 2005 indicates that good progress has been made.</li> <li>- In responding to query on figures for elective services KPIs by ethnicity, it was clarified that these figures were provided with the CPHAC papers last month as part of presentation by Gary Jackson.</li> <li>- Noted that draft DAP is being discussed by the Board at its meeting on 1 March and is being sent to Ministry as a draft.</li> </ul> <p>Action</p> <ul style="list-style-type: none"> <li>- Report on elective services waiting list report will be tabled next month.</li> <li>- Copies of Oral Health Plan to be made available</li> <li>- Under confidential section at next meeting, CPHAC to look at draft DAP and determine areas for CPHAC to provide leadership and add value.</li> <li>- Also under confidential section, discuss at next meeting the Committee's thoughts and ideas on how the committee operates, approaches, reports the committee receives etc.</li> </ul> <p><b>Resolution</b></p> <p>That CPHAC receive the update, note the successes and priorities for 2006/07</p> <p><b>Moved:</b> Ms Airini Tukerangi  <b>Seconded:</b> Mr Paul Cressey  <b>Carried:</b> Unanimous</p>	

## **5.2 Let's Beat Diabetes (LBD)– Half Yearly Report**

Presentation by Adrian Field. Some of the key points noted:

- Governance functions consolidated and operational team established, functional relationships with external partner organisations established.
- Social Marketing strategy is on track and progressing well.
- Work on evaluation framework continues with the School of Population Health to measure progress. The methodology is to evaluate the 10 action areas – both generic and particular initiatives.
- Noted that CPHAC and Board will want to engage in the report from School of Population Health.
- Noted that the Annual Report of LBD will pick up the KPI data.
- Noted that McDonalds is working with the School of Population Health to evaluate the recently pilot of sugar-free drinks (Sprite Zero) in Counties Manukau. The Government's Health Select Committee has shown a keen interest in the McDonalds initiative.
- Planning session on Schools Accord scheduled for 1<sup>st</sup> March.
- Noted that Brian Weaver is working with the schools to promote healthy tuckshops concept.

### **Resolution**

That CPHAC note the half-yearly report, and congratulate the team for the progress achieved

**Moved:** Mr David Collings

**Seconded:** Dr Peter Didsbury

**Carried:** Unanimous

## **5.3 NGO Audit Programme**

Presentation by Chris Mules providing an overview of the DHB's monitoring and audit functions. It was noted that:

- These are risk management tools that funders undertake to reassure/check services are delivered as agreed.
- Monitoring is carried out by programme managers via regular interactions and quarterly reports
- Routine audit is carried out as a part of a regular cycle and the risk profile determines the frequency of the audit programme.
- Issues based audit is usually triggered by a specific concern about a provider or an issue across providers.
- The objectives of a routine audit programme is to create a climate of compliance, assess provider performance against service delivery and integrity of information reported, and to provide feedback to provider from a third party auditor.
- There are two dimensions to audit – quality/service audit assesses compliance with contractual obligations, and financial audit.determines whether the provider is entitled to claim for the services delivered.
- CMDHB have a range of audit programmes for the different provider groups.
- There is an existing gap in that there is no structured routine audit programme for Mental Health and Health of Older People services. A certification programme was introduced 2 years ago for residential providers, but no routine contract or financial audits are carried out.
- The DHB is planning an audit of all MH and HOP residential care providers to assess the financial risk to determine if a routine audit programme is required.

	<ul style="list-style-type: none"> <li>- A proposal from HealthPAC Audit &amp; Compliance has been invited for a one-off financial audit of home-based support providers.</li> <li>- Noted that Mental Health contracts which are FTE based, have not been financially audited. An issues based audit is currently underway.</li> <li>- A contracting process review is in progress, with particular focus on how CMDHB monitors contracts.</li> <li>- Also planned in the next 6 months is a review of the NGO audit programme.</li> <li>- Noted statistics of routine and issues based audits since July 2001</li> <li>- Ms Miria Andrews thanked Mr Chris Mules for the detailed presentation and the outlined process for the benefit of the providers and the DHB.</li> </ul> <p><b>Resolution</b> That CPHAC received the update on NGO audit programme</p> <p><b>Moved:</b> Ms Airini Tukerangi <b>Seconded:</b> Ms Donna Richards <b>Carried:</b> Unanimous</p>	
<p>6) CPHAC Priorities update</p>	<p><b>7.1 Personal Health Care Update</b></p> <ul style="list-style-type: none"> <li>- Noted that CCM volumes continue below target and unlikely to meet DAP target.</li> <li>- Diabetes self management programme – improving the delivery of education to newly diagnosed diabetics.</li> <li>- Scholarships for primary care and mental health community health workers.</li> </ul> <p><b>Resolution</b> That the Personal Health Care Update report be received</p> <p><b>Moved:</b> Mr David Collings <b>Seconded:</b> Mr Arthur Anae <b>Carried:</b> Unanimous</p> <p><b>7.2 Health of Older People Update</b></p> <ul style="list-style-type: none"> <li>- Noted an important project on home based services commenced – this will be brought to CPHAC when it is further advanced.</li> <li>- Aged residential care back payments have been paid now that outstanding issues have been largely resolved. CMDHB and other northern region DHBs are awaiting a legal opinion in respect of top-up payments for rest home top-up clients.</li> </ul> <p><b>Resolution</b> That the Health of Older People Update report be received</p> <p><b>Moved:</b> Mr Bill Mudgway <b>Seconded:</b> Ms Eileen Fox <b>Carried:</b> Unanimous</p> <p><b>7.3 Mental Health Update</b></p> <ul style="list-style-type: none"> <li>- Noted the appendix to the update – Manukau City Council District Plan Variation 12 matter is now resolved</li> </ul> <p><b>Resolution</b> That the Mental Health Update report be received</p> <p><b>Moved:</b> Mrs Jillian Dooley</p>	

	<p><b>Seconded:</b> Mrs Eileen Fox  <b>Carried:</b> Unanimous</p>	
7) For Information	<p><b>7.1 Maori Health Update</b></p> <p><b>Resolution</b>  That the Maori Health Update report be received.</p> <p><b>Moved:</b> Ms Airini Tokerangi  <b>Seconded:</b> Ms Donna Richards  <b>Carried:</b> Unanimous</p> <p><b>7.2 Pacific Health Update</b></p> <p><b>Resolution</b>  That the Pacific Health Update report be received.</p> <p><b>Moved:</b> Mr Arthur Anae  <b>Seconded:</b> Mrs Jillian Dooley  <b>Carried:</b> Unanimous</p> <p><b>7.3 CM Breast Screen Update</b></p> <ul style="list-style-type: none"> <li>- Noted that Ms Mhairi Porteous be invited to next CPHAC to talk about DNA rates</li> </ul> <p><b>Resolution</b>  That the Breast Screening Update report be received with a request for Ms Mhairi Porteous to update on DNA rates at next meeting</p> <p><b>Moved:</b> Ms Donna Richards  <b>Seconded:</b> Mr Bill Mudgway  <b>Carried:</b> Unanimous</p> <p><b>7.4 Fruit in Schools</b></p> <ul style="list-style-type: none"> <li>- Noted paper tabled on this programme. It was clarified this programme is being implemented in decile 1 schools</li> </ul> <p><b>Resolution</b>  That CPHAC receive the Fruit in Schools Update report</p> <p><b>Moved:</b> Ms Donna Richards  <b>Seconded:</b> Mr Bill Mudgway  <b>Carried:</b> Unanimous</p>	Oct 05
8)	<p><b>Additional Maori Health Issues not already covered in the agenda</b></p> <p>Nil</p>	
9)	<p><b>Additional Pacific Health Issues not already covered in the agenda</b></p> <p>Nil</p>	
10) Monthly Reporting	<p><b>10.1 Board update</b></p> <ul style="list-style-type: none"> <li>- Business as usual</li> </ul> <p><b>10.2 CPHAC report to Board</b></p> <p>Noted that Chairperson's report to the Board included in the agenda document.</p>	

	<p><b>10.3 Updates from Board Advisory Committees</b></p> <p><b>Hospital Advisory Committee (HAC)</b></p> <ul style="list-style-type: none"> <li>- Facilities management programme – opening of breast screening unit and neo-natal intensive care unit</li> <li>- Elective services performance indicator group presentation – noted that turnaround time for hips, knee surgery is 6 weeks. Further negotiations around pricing for cataract surgery in the private sector.</li> <li>- Noted that Elective Surgery Waiting List survey presentation – 20 complaints from those removed from the waiting list. Discussion about how this fitted with the market research done among patients and their GPs. The findings of the market research and a proposed action plan in response is to be presented at next CPHAC.</li> </ul> <p><b>Disability Support Advisory Committee (DiSAC)</b></p> <ul style="list-style-type: none"> <li>- Discussions progressing the Disability Strategy Action Plan and the proposed Disability Coordinator role</li> </ul> <p><b>Pacific Health Advisory Committee</b></p> <ul style="list-style-type: none"> <li>- Pacific Service Plan has been approved by the Board in February</li> </ul> <p><b>10.4 Financial Report</b></p> <ul style="list-style-type: none"> <li>- Discussion regarding pharmaceutical expenditure trends, with growth stabilising.</li> </ul> <p><b>Resolution</b> That the financial report be received.</p> <p><b>Moved:</b> Mr David Collings <b>Seconded:</b> Dr Peter Didsbury <b>Carried:</b> Unanimous</p>	
11) General Business:	<ul style="list-style-type: none"> <li>- Requested lunch for those members of the committee who attend HAC at the hospital and come to CPHAC directly.</li> <li>- Noted involvement of Mana Whenua in liaison with Ms Doreen Morrison from the Auckland Regional Dental Service over the poor coverage rates of dental services for Maori children under 5, and delivery of a mobile service at the Awhitu festival.</li> <li>- Noted the successful opening of the Breast Screening unit at the SuperClinic – compliments and congratulations to the managers.</li> </ul>	
12) Adjournment	The meeting adjourned at 4.20pm	
13) Next Meeting:	Tuesday 28 <sup>th</sup> March 2006, 1.00-4.00pm, Boardroom – 19, Lambie Drive	
<p>Signed as a true and correct record on the 28<sup>th</sup> March 2006</p> <p>Chair: <b>Mr Paul Cressey</b></p> <p><b>Resolution</b> The minutes of the meeting of the Community and public Health Advisory Committee of Counties Manukau District Health Board of 28th February 2006 are approved.</p> <p>Moved: Mrs Jillian Dooley Seconded: Mr Bill Mudgway Carried: Unanimous</p>		