

**Minutes of the meeting of the Members of  
the Counties Manukau District Health Board Hospital Advisory Committee,  
Held in the Board Room, 19 Lambie Drive, Manukau  
on Wednesday 26<sup>th</sup> November 2003 at 2.00pm**

Present: Mr Lindsay Smith (Chair), Mrs Jo Cameron, Mr Ross Keenan, Dr Charles Small, Ms Maxine Moana-Tuwahangi

In attendance: Mr Paul Cressey, Ms Dale Oliff (from 2.20pm), Mr Chris Fleming, Mr Ron Pearson, Mr Tony Hickmott, Ms Elisabeth Harding (Board Secretary)

Apologies Ms Ailua Fatialofa, Dr Juliet Walker, Mr Bob Wichman, Ms Pare Rauwhero, Dr Ian Brown

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**1. Welcome**

The Chair welcomed Committee members. No members of the public were present.

**2. Apologies**

Apologies were received from Ms Ailua Fatialofa, Dr Juliet Walker, Mr Bob Wichman, Ms Pare Rauwhero and Dr Ian Brown.

**3. Minutes of Previous Meeting**

The minutes of the meeting held on 29<sup>th</sup> October 2003 were confirmed.

**Moved**, Ms Maxine Moana-Tuwahangi **Seconded**, Mr Ross Keenan **Carried** Unanimously

**4. Matters Arising**

Following Board members' tour of the provide arm facilities, the development of the sites is now extended from just the Browns Road site to all CMDHB sites.

**5. Procedural Issues**

Ms Cameron noted that the HAC meeting coincided with a meeting in Wellington, which Ms Ruawhero also attends. Ms Cameron will follow up with Manawhenua representation on HAC.

There were no further disclosures

**6. Board/Advisory Committee Updates**

**MHAC:** Consultation is being undertaken on the Maori Health Plan including consultation with CMDHB provider arm staff. There is no regional Maori Health Plan, but the four GM, Maori for Counties Manukau, Auckland, Waitemata and Northland DHBs meet regularly.

**CPHAC:** Reports were received on the findings of the tour to the United States and the recommendations for changes to services in the Counties Manukau district and from the regional director of mental health services. CPHAC priorities for the 2004/2005 District Annual Plan were identified.

**8. Operational report**

**8.1 GMs' Report**

The paper was taken as read.

Key issues:

- Orthopaedics: Members expressed concern that the transfer should not disadvantage WDHB patients being transferred back to WDHB for elective orthopaedic surgery. Oversight on the patients following transfer would be between WHDB and the Ministry.
- Renal satellite: the work has been completed on time and slightly under budget. There are concerns regarding the increasing level of demand for renal services.
- Elective surgery: Volumes are 22% below last year, caused in part to processing problems at MSC and shortages of anaesthetists. Elective paediatric surgery volumes have been affected by the limitation of children only being able to stay one night at the MSC. Catch up is expected in January/February and extended sessions beyond 5pm will commence from the beginning of December. Additional locums are being sought. A sustainable solution is being sought for implementation next year. Further information

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was also sought about the cost of catching up the elective surgical volumes and the availability of staffing resource to achieve the volumes. There is also a back up option to utilise private facilities.

- Key performance indicators: Further information was requested about productivity and efficiencies, and ensuring full utilisation of assets and resources. It was noted that that the Board was requesting more information about performance against key performance indicators such as the number of people going through the services and efficiency of the operation theatres.

Ms Dale Oliff arrived at 2.20pm.

### **8.2 Financial performance**

A summary of key issues was distributed to Members. In the future, this paper will be included in the papers. On finalisation of the November result, the forecast for the balance of the year will be completed.

- Further information is to be provided regarding the FTE trends.
- The Ministry as requiring all DHBs to have an asset management programme.

### **8.4 health Alliance**

health Alliance is current tracking slightly under budget. Options continue to be explored regarding the expansion of health Alliance functions to incorporate ADHB.

### **8.5 Strategic Issues**

- Crèche: work is underway. Completion is slightly delayed, due to the availability of materials, and now expected to be completed late February/early March.
- Parking: staff have been notified of the changes. Included in the parking plans is provision for disabled parking places.
- Facilities Update: Project costs are being formally evaluated to ensure that costs are contained. Members requested information about productivity gains as a result of investments.

### **8.3 Clinical/Quality Report**

The report was taken as read. The intention is to start using the information obtained as the basis for making improvements across all services.

The Committee resolved (moved Ms Maxine Moana-Tuwahangi /seconded Mr Ross Keenan) that the public and media be excluded from the items on cardiac catheterisation laboratory, burns and the risk register (OIA s 9(2)(i), Standing orders Schedule 2 cl 2(g)) to enable the carrying out of commercial activities. The motion was carried unanimously.

The meeting was reopened to the public at 3.50 pm. Ms Maxine Moana-Tuwahangi and Ms Jo Cameron left the meeting. As there was no longer a quorum the meeting closed at 3.50pm.

Signed as a true and correct record on the ..... day of .....2004.

Chair: .....  
**Mr Lindsay Smith**

Recommendation (moved ...../ seconded .....) )

**The minutes of the meeting of Counties Manukau District Health Board Hospital Advisory Committee of 26<sup>th</sup> November 2003 are approved.**