

## AUCKLAND DISTRICT HEALTH BOARD

Minutes of the Auckland District Health Board meeting  
held on Wednesday 5 March 2008, in the Rangitoto Room,  
Level 3, LabPlus, Auckland City Hospital, Grafton  
commencing at 1:30 pm

### 1. ATTENDANCE AND APOLOGIES, CONFLICTS OF INTEREST

#### Board Members

Pat Snedden (Chair)	Jo Agnew
Susan Buckland	Harry Burkhardt
Dr Chris Chambers	Rob Cooper
Brian Fergus	Dr Ian Scott
Bob Tizard	Seiuli Dr Juliet Walker
Ian Ward	

#### Management in Attendance

Garry Smith – Chief Executive  
Dr Denis Jury – Chief Planning & Funding Officer  
Roger Jarrold – Chief Financial Officer  
Dr David Sage – Chief Medical Officer  
Greg Balla – Director Performance & Provider Development  
Janice Mueller – Director Allied Health  
Ian Bell – Board Administrator

#### Apologies, Conflicts of Interest

The Chair declared the meeting open at 1:11 pm.  
No conflicts of interest with items on the agenda were declared.

#### Petition

Jennifer Natoli and members of the Service and Food Workers Union presented petitions seeking Board support to encourage the Government to put extra funding into Residential Aged Care in the 2008 and 2009 Budgets and encourage the extra money to rest homes being passed on to low paid workers.

### 9. ITEMS TO BE CONSIDERED IN PUBLIC EXCLUSION

#### Moved Pat Snedden, seconded Ian Scott

*That, in accordance with the provisions of Schedule 3, Clauses 32 and 33, of the New Zealand Public Health and Disability Act 2000, the public be excluded for consideration of Item 9.1.*

*The general subject of the matters to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under the above clause for the passing of this resolution are as follows:*

<i>General subject of each matter to be considered:</i>	<i>Reason for passing this resolution in relation to each matter</i>	<i>Ground(s) under clause 34 for the passing of this resolution:</i>
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<p>9.1 District Annual Plan 9.2 Community Laboratory Contract 9.3 DHBNZ</p>	<p>To enable the Board to carry on without prejudice or disadvantage commercial activities and negotiations: Official Information Act 1982 s.9(2)(i) and s.9(2)(j)</p>	<p>That the public conduct of the relevant part of the meeting would be likely to result in the disclosure of information for which good reason for withholding would exist under s9 of the Official Information Act 1982.</p>
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### Carried

The Board considered three items in public exclusion:

- District Annual Plan 2008/2009 financials
- Community Laboratory Services
- DHBNZ

### **3. ACTION POINTS – 4 FEBRUARY 2008**

#### **DHBNZ**

The Terms of Reference and regional position on DHBNZ had been distributed to Board members.

#### **Issues**

Major issues had been included as features in the District Annual Plan.

#### **Previous Deputy Chair's Regional Position Paper**

This had been distributed to Board members.

#### **Draft District Annual Plan**

This had been distributed to Board members for comment.

#### **Regional Plastics Services**

This had been provided in a paper to the Hospital Advisory Committee.

#### **Visit LabPlus**

This had been arranged but the Board decided to cancel it due to time pressures.

#### **Financial Course**

A course on financials for Board members has yet to be arranged.

#### **Board Day**

The Board is to have a Board only workshop on Friday 11 April 2008.

#### **4. CHAIRMAN**

##### **4.1 Report**

The Chairman had advised Board members of his involvement in the Health sector.

##### **4.2 Committee Appointments**

The Chair proposed that an Appointments and Remuneration Committee consist of the Chairs of Committees.

##### **Community and Public Health Advisory Committee**

In considering members for the Community and Public Health Advisory Committee the Board should endeavour to connect to the community in a meaningful way and have representation from high need areas. The School of Population Health had contributed to the last Committee. There should also be connection with local Maori.

It was suggested that membership be considered at the Board workshop on 11 April 2008.

##### **Hospital Advisory Committee**

Moved Ian Scott, seconded Harry Burkhardt

*That the Auckland District Health Board appoints the following member of the Hospital Advisory Committee:*

*Dean of the University of Auckland, Faculty of Medicine and Health Sciences, Professor Iain Martin*

Carried

#### **5. COMMITTEE REPORTS**

##### **5.1 Audit Committee**

##### **5.1.1 Report**

The Chair of the Committee, Harry Burkhardt, advised that it had been a very fruitful meeting on Tuesday 4 March 2008.

##### **5.1.2 Expenditure Proposals**

The proposal for the Helipad Car Park Extension was deferred.

##### **Debt Write-off**

Moved Harry Burkhardt, seconded Ian Ward

*That the Auckland District Health Board provide for the sum of \$255,090.40 owed by a non resident student and the account be billed to the Otago District Health Board or University of Otago.*

Carried

### **Replacement Linear Accelerator**

Further information had been provided to the Audit Committee on the impact of the private sector, demand, workforce issues and the Committee had been advised that the deposit would be paid this financial year with the balance in the next financial year.

Moved Ian Scott, seconded Ian Ward

*That the Auckland District Health Board approves the purchase of a Low Energy Linear Accelerator from Varian Medical Systems Australasia Pty Limited at a cost of \$US2,365,586 and the refurbishment of the bunker and associated equipment at a cost of \$NZ265,461.*

Carried

### **Facilities Maintenance Management Contract**

The Audit Committee had specified that the tendering process be reviewed by Internal Audit.

Moved Harry Burkhardt, seconded Brian Fergus

*That the Auckland District Health Board approves:*

- 1. That PAE New Zealand Ltd be engaged to manage facilities maintenance and central plant operations at Auckland City Hospital, Greenlane Clinical Centre and the Point Chevalier site for a fixed annual fee of \$1,054,189 (excl GST) plus a one-off initial start-up fee of \$57,065 (excl GST) for a period of two year commencing 29 April 2008 with an option for ADHB to renew for an additional two years at the same fee plus annual CPI adjustments; and*
- 2. That a sum of \$160,000 be approved as a contingency liability to cover the possibility that some staff may have to be transferred between providers if the Employment Relations Act "Code of Good Faith" provisions are applied; and*
- 3. That the CEO be delegated Authority to approve the form of and execute the final contract with PAE New Zealand Ltd.*
- 4. That the tendering process be reviewed by Internal Audit.*

Carried

## **6. CHIEF EXECUTIVE OFFICER**

### **6.1 Report – January 2008**

Points highlighted were the release of sentinel events information and the risk register. There was a national shortage of midwives and a regional team was working on this workforce issue. The evaluation of Healthy Village Action Zones was being undertaken by the School of Population Health.

Moved Pat Snedden, seconded Jo Agnew

*That the Chief Executive's report for January 2008 be noted.*

Carried

## **6.2 District Annual Plan 2008 – 2009, Statement of Intent 2008 - 2011**

The District Annual Plan was the operational plan for 2008 - 2009 and part of the five year Strategic Plan being the 4<sup>th</sup> year of 5. The Plan emphasised the core responsibility to ADHB's population and the five priority areas with population health improvements being under the "Our Health 2020" Strategy. The Plan tried to capture what was business as usual and how it would be measured. Major projects were After Hours Care and Production Planning.

The Plan was more focused as a management tool for the organisation and underneath the Plan were five defined plans which were used by Level 3 management. The Plan would be submitted with a near zero deficit of \$5m with a clear statement of the pathway to get that result. This is to be highlighted in a covering letter by the Chair.

### Moved Pat Snedden, seconded Rob Cooper

*That the Auckland District Health Board:*

- (1) approves the District Annual Plan 2008 - 2009 as a draft be submitted to the Ministry of Health on Friday 7 March 2008 for their review; and*
- (2) notes the first draft of the Statement of Intent for 2008 - 2011.*

### Carried

Pat Snedden and Garry Smith left the meeting at 4:20pm and Harry Burkhardt assumed the Chair.

The Statement of Intent (SOI) was the formally accountability document tabled in Parliament which ADHB was audited against and was a summary of the District Annual Plan. The SOI was to be distributed to Board members for comment.

### Moved Ian Scott, seconded Jo Agnew

*That the Auckland District Health Board delegates to the Board Chair and CEO to sign the Statement of Intent for 2008 - 2011 for submission.*

### Carried

## **6.3 Report Against Objectives 2007 - 2008**

Janice Mueller spoke to the report advising that this is the third year of Reporting Against Objectives to the Board. The structure of the report was objectives under the organisational goals with further sub objectives. Of the higher objectives these were all on target with the exception of 2c, Disabled, older people and others with high needs concerning trialling new ways of making ADHB planning documents more accessible to disabled people. The Minister of Health's "Health Targets" had been met and this had been acknowledged by the Ministry of Health. The immunisation of 2 year olds to the MoH target of 95% is to be reported to Seiuli Dr Juliet Walker and Rob Cooper. ADHB had not been able to get electives based on their domicile listed on other DHBs' waiting lists.

Rob Cooper left the meeting at 4:35pm.

**7. FINANCIAL REPORT**

**7.1 Report – January 2008**

Overall the organisation was performing well but there would be some deterioration as wage settlement impacts were felt however the budgeted result for year end should be able to be achieved. The correspondence relating to IDF pricing through DHBNZ was not an appropriate DHBNZ decision this being a Ministry of Health responsibility as they are the funder.

**8. GENERAL BUSINESS**

There were no items of general business.

The Disability Support Advisory Committee minutes, Maori Health Advisory Committee and Quality Committee minutes are to be distributed to Board members.

**9. NEXT MEETING**

The meeting closed at 4:46 pm

The next scheduled meeting is  
1:30pm, Wednesday, 2 April 2008  
Rangitoto Room  
Level 3, LabPlus  
Auckland City Hospital  
Grafton

**CONFIRMED**

**CHAIR:** .....

**DATE:** .....