

**MINUTES OF THE
COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE MEETING OF THE
WAIRARAPA DISTRICT HEALTH BOARD,
HELD ON TUESDAY 20TH MAY 2008 AT 9AM
IN THE DHB BOARD ROOM, WAIRARAPA DISTRICT HEALTH BOARD,
BLAIR STREET, MASTERTON**

Present:

Mr Bob Francis (Chairman) Mr Perry Cameron (lateness), Ms Pamela Jefferies, Ms Trish Taylor, Ms Viv Napier, Ms Janine Vollebregt and Ms Fiona Samuel

In Attendance:

Ms Joy Cooper (Director Planning and Funding), Mr David Meates (Chief Executive), Mr Eric Sinclair (Chief Financial Officer) Ms Stephanie Turner (Director of Maori Health) Gillian Malton (minute taker)

1. Apologies

Ms Liz Mellish

2. Conflicts of Interest

Nil

3. Confirmation of Minutes – Meeting of 15th April 2008

Trish Taylor to be noted as an apology for the meeting held 15th April 2008.

Resolved:

THAT WITH THE ABOVE AMMENDMENT THE MINUTES OF THE MEETING HELD ON 15TH APRIL 2008 BE CONFIRMED AS A TRUE AND CORRECT RECORD

4. Chairman's Report

The Chairman had nothing significant to report.

5. Planning and Funding

Joy Cooper, Director of Funding and Planning, summarised this report and highlighted the following points:

- The submission of the SOI has been delayed by the Ministry as the financial templates need to be redone due to the extra funding coming from the Ministry for Electives.
- Dalcum Ltd have advised that there have been unavoidable delays in their proposed construction of a new facility due to Council requirements.
- A number of actions have been progressed following on from the Aged Residential Care Providers forum held on 9th April. A project team has been set up to look at the Aged Related Services Specification as it was agreed that it is out of date and needs to be rewritten.
- The Wairarapa DHB Residential Care Beds Policy has now been endorsed by Buddle Findlay.
- On April 24th, Damien O'Connor, Minister of Rural Affairs and Associate Minister of Health visited South Wairarapa.
- The Long Term conditions project appears to be back on track. A revised plan has not been prepared yet but will likely go to the June Board meeting.
- The Masterton health promotion initiative aimed at Maori and Pacific women resulted in 74 overdue/new women being screened.
- All DHBs will receive \$38,000 funding from 1 May 08 for the planning and preparation of the Human Papillomavirus (HPV) vaccination campaign. On going programme funding is yet to be announced. Members agreed that there will need to be a robust communication strategy in place for this programme.
- WDHB has received a petition requesting the establishment of a local renal dialysis service in Masterton. It was agreed that the Board Chairman would respond to this petition and then the letter would go to next weeks Board meeting.
- The expenditure on pharmaceuticals has slowed down and the budget has now been adjusted.

Resolved:

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:
RECEIVE THE PLANNING AND FUNDING REPORT FOR MAY 2008

6. Provider Arm Performance – Quarterly Report

Joy Cooper summarised this report and highlighted the following:

- As at 31 March 2008, the value of overall outputs delivered by the Provider is 6.4% ahead of target.
- There is a huge overdelivery in acute work and the significant overdelivery on ED volumes.
- The Ministry is currently doing work to identify spare capacity and capacity constraints across the country.

Resolved:

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

RECEIVE THE PROVIDER ARM PERFORMANCE QUARTERLY REPORT

NOTE THAT OVERALL PROVIDER ARM PERFORMANCE FOR THE THIRD QUARTER OF 2007/08 IS 3.1% OR \$314K AHEAD OF CONTRACTED VALUES. THE YEAR TO DATE PERFORMANCE IS \$2,010K OR 6.4% MORE THAN TARGET.

RECOMMENDATION THAT THE BOARD

IT IS RECOMMENDED THAT THE BOARD RESOLVE TO:

APPROVE THE PAYMENT OF \$373.5K BY THE FUNDER TO THE PROVIDER, THIS BEING 50% OF THE TOTAL YTD ACUTE CWD OVERDELIVERY AND ALSO REIMBURSEMENT FOR ALL FAVOURABLE IDF INFLOWS (NET OF THE PAYMENT MADE AT THE END OF Q2).

NOTE THAT THE PROVIDER ARM AS AT 31 MARCH 2008 HAS AGAIN ACHIEVED GREEN STATUS ON ALL HOSPITAL LEVEL ESPIS.

7. Health Needs Assessment 2008 - Draft

Darryl Oldfield, Analyst, spoke to this report and invited the committee to provide feedback.

- There are plans to make a summary of the key findings of the document.
- Where trends are shown, Darryl has used the greatest amount of time possible.
- The draft report will now be presented to Te Iwi Kainga and the Clinical board
- A summary version, and a separate report on Maori Health Needs will be compiled
- The HNA will be signed off at the June Board meeting.

The Chairman congratulated Darryl on the work that has gone into this document.

Resolved:

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

RECEIVE THE DRAFT 2008 HEALTH NEEDS ASSESSMENT

NOTE THE PROGRESS TO DATE FOR THE PRODUCTION OF THE 2008 WAIRARAPA HNA REPORT.

8. HEHA

This report provided the Committee with a draft of the district wide HEHA plan and the draft Smokefree Wairarapa plan that is to be submitted to the Ministry by 15 June 2008. Joy Cooper summarised the reports and highlighted the following:

- The very large number of initiatives underway and the positive responses received
- Schools and Early Childhood Education Services have been invited to apply for funding to establish a Kids Kitchen Garden. Applications close on 23rd May.
- Interviewers for the Healthy Eating Behaviour Change Indicator Survey are currently being recruited. This will provide robust baseline information about the eating behaviour and attitudes of Wairarapa.

Members asked that Sue McAuley be congratulated on progress to date and thanked for her hard work.

Resolved:

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

NOTE THE ATTACHED DRAFT HEHA PLAN THAT HAS BEEN DEVELOPED BY THE PROJECT MANAGER IN CONSULTATION WITH HEHA LEAD GROUP MEMBERS, THE DHB, WAIRARAPA PUBLIC HEALTH UNIT AND MEMBERS OF THE COMMUNITY AND FORWARD COMMENTS TO THE PROJECT MANAGER

NOTE THE ATTACHED DRAFT SMOKEFREE WAIRARAPA PLAN THAT HAS BEEN DEVELOPED BY THE DHB SMOKEFREE CO-ORDINATOR IN CONSULTATION WITH THE WAIRARAPA SMOKEFREE NETWORK

NOTE THAT THE REDUCING THE HARM CAUSED BY TOBACCO IS ONE OF THE TEN NATIONAL HEALTH TARGETS

NOTE THAT OVERSIGHT OF THE IMPLEMENTATION OF THE SMOKEFREE PLAN WILL BE THROUGH THE HEALTHY LIFESTYLES OVERSIGHT GROUP

10. Report Back from Public Excluded Meeting

The following resolutions were taken in the public excluded section of the meeting:

Resolved:

THAT THE COMMUNITY AND PUBLIC HEALTH ADVISORY COMMITTEE:

APPROVE THE FUNDING ALLOCATION FOR 2008/09

NOTE THAT THE DHB HAS FOLLOWED DHB PROCUREMENT POLICY IN ADMINISTERING AN RFP PROCESS FOR A WAIRARAPA-WIDE SERVICE FOR PEOPLE WITH 'AT RISK/HIGH RISK' FEET.

NOTES THAT THE PREFERRED PROPOSER REGARDS THEIR RELATIONSHIP WITH PHO AS BEING KEY TO THE SUCCESS OF THE SERVICE AND IS PREPARED TO WORK WITH THE THREE CURRENT PODIATRISTS IN WAIRARAPA THROUGH A SUBCONTRACTED ARRANGEMENT.

NOTE THAT THE RFP PANEL RECOMMEND THAT CONTRACT NEGOTIATIONS COMMENCE WITH THE PREFERRED PROPOSER, FOOT MECHANICS LTD.

NOTE THAT MANAGEMENT HAS PROCEEDED WITH THE RECOMMENDATION, APPROVED BY THE BOARD IN MARCH 2008, THAT THE DISTRICT HEALTH BOARD ENTERS INTO CONTRACT NEGOTIATIONS FOR A SIMILAR MIX OF SERVICES AS PRESENTLY AGREED, AND FOR A THREE YEAR TERM COMMENCING 1 JULY 2008 AND EXPIRING ON 30 JUNE 2011, WITH:

- RICHMOND NZ
- WAIRARAPA ADDICTION SERVICES
- TE HAUORA RUNANGA O WAIRARAPA.

NOTE THAT THE AGREEMENT BETWEEN SF WAIRARAPA AND THE DISTRICT HEALTH BOARD ALSO EXPIRES ON 30 JUNE 2008.

NOTE THAT WHAIORA WHANUI CONTRACTS WERE EXTENDED FOR A 6 MONTH PERIOD TO 30 JUNE 2008 TO ALLOW FOR CONTRACT NEGOTIATIONS TO TAKE PLACE WITH THE NEW MANAGEMENT

NOTE THAT DISTRICT HEALTH BOARD CONCERNS ABOUT SERVICE DELIVERY HAVE BEEN RESOLVED AND MANAGEMENT IS CONFIDENT THAT AN EFFECTIVE WORKING RELATIONSHIP HAS BEEN RE-ESTABLISHED

AND RECOMMEND TO THE BOARD THAT THEY:

APPROVE THAT NEW AGREEMENTS FOR A THREE YEAR TERM ARE OFFERED TO PROVIDERS FOR THE ANNUAL VALUES SHOWN IN THE TABLE BELOW:

Richmond NZ	\$1,306,499
Wairarapa Addiction Services Incorporated	\$1,019,917
Te Hauora Runanga O Wairarapa	\$545,820
SF Wairarapa	\$153,573

APPROVE THAT THE DHB COMPLETE A SERVICE AGREEMENT WITH WHAIORA WHANUI TRUST FOR A TERM OF THREE YEARS, COMMENCING 1 JULY 2008, FOR TAMARIKI ORA, OUTREACH IMMUNISATION SERVICES, AND WHANAU ORA SERVICES TO A TOTAL ANNUAL VALUE OF \$662,382

The meeting concluded at 12.30pm

Signed: _____
Chairman

Date: _____