	<p>MINUTES</p> <p>Held on Wednesday 7 July 2021</p> <p>Location: Hutt Hospital, Level 1, Clock Tower Building, Auditorium Room</p> <p>Zoom Meeting ID: 876 5068 1844</p> <p>Time: 9:30am</p>
<p>2DHB CONCURRENT BOARD MEETING</p>	<p>PUBLIC</p>

PRESENT

David Smol	Chair, Hutt Valley and Capital & Coast DHBs		
Dr Kathryn Adams	Board Member	Yvette Grace	Board Member
Brendan Boyle	Board Member	Ria Earp	Board Member
'Ana Coffey	Board Member	Ken Laban	Board Member
Dr Tristram Ingham	Board Member	Prue Lamason	Board Member
Sue Kedgley	Board Member	Naomi Shaw	Board Member
Hamiora Bowkett	Board Member	Dr Richard Stein	Board Member
Roger Blakeley	Board Member	John Ryall	Board Member
Dr Chris Kalderimis	Board Member	Wayne Guppy	Deputy Chair
Vanessa Simpson	Board Member		

APOLOGIES

Stacey Shortall
 Josh Briggs
 Keri Brown
 Kathryn Adams (for lateness)
 Wayne Guppy (for lateness)

IN ATTENDANCE

Hutt Valley and Capital & Coast DHB

Fionnagh Dougan	Chief Executive
Rosalie Percival	Chief Financial Officer
Rachel Haggerty	Director Strategy, Planning and Performance
Arawhetu Gray	Director Maori Health
John Tait	Chief Medical Officer
Karla Bergquist	Executive Director Mental Health, Addictions and Intellectual Disability Services
Sarah Jackson	Director of Clinical Excellence
Joy Farley	Director Provider Services
Declan Walsh	Director People, Culture and Capability
Helen Mexted	Director of Communication and Engagement
Sally Dossor	Director, Office of the Chief Executive and Board Secretary

1 PROCEDURAL BUSINESS

Meeting commenced at 9.40am (late start due to technology issues and connecting zoom).

1.1 KARAKIA

1.2 APOLOGIES

As noted above.

1.3 PUBLIC PARTICIPATION

Nil.

1.4 CONTINUED DISCLOSURE

1.4.1 COMBINED BOARD INTEREST REGISTER

The Boards **noted** that any further changes were to be sent to the Board Liaison Officer via email.

1.4.2 COMBINED EXECUTIVE LEADERSHIP TEAM INTEREST REGISTER

It was **noted** as current and the Chief Executive will ensure the ELT will update as needed.

1.5 MINUTES OF PREVIOUS CONCURRENT MEETING

The Boards **approved** the minutes (as amended) of Concurrent Board Meeting held on 2 June 2021 (public).

	Moved	Seconded	
HVDHB	Prue Lamason	Richard Stein	CARRIED
CCDHB	Brendan Boyle	David Smol	CARRIED

1.6 MATTERS ARISING FROM PREVIOUS CONCURRENT MEETINGS

The boards noted the action items and there were no questions.

1.7 CHAIR'S REPORT AND CORRESPONDENCE – MINISTERIAL APPROVAL OF LEASES

The correspondence in the agenda papers was noted by the Board as required by the Minister. The Chair updated the Board on the recent Chairs meeting, which covered the Covid response, the vaccination programme, and the pressure on the health system.

1.8 CHIEF EXECUTIVE'S REPORT

The Chief Executive noted the report which shows a snapshot view of various initiative across the organisation. There were a number of questions on the vaccine rollout and the programme for Group 3 in particular.

1.9 BOARD WORK PLAN 2021

The updated Board work plan for the remainder of 2021 was introduced. The Executive explained that assuming final approval of the strategic priorities (agenda item 3.1) the Board work plan will be updated to provide updates and decision papers as the programme of work under each of the strategic priorities is implemented. The Board Chair noted that as the strategic priorities are consistent with the direction of Health NZ, the objective is to hand over the 2 DHBs to Health NZ with the work progressed as is possible and practical in the remaining (little over) 11 months.

2 DHB PERFORMANCE AND ACCOUNTABILITY

2.1 HVDHB APRIL 2021 FINANCIAL AND OPERATIONAL PERFORMANCE REPORTS

Paper was taken as **read** and the Chief Financial Officer answered questions.

Both Boards noted:

- (a) The DHB had a \$3.3m deficit for the month of April 2021, being (\$1.8m) unfavourable to budget
- (b) The DHB year to date had a deficit of (\$8.9m), being (\$415k) unfavourable to budget
- (c) The DHB year to date deficit excluding \$1.1m unfunded COVID-19 Costs and \$2.3m Holidays Act provision was a deficit of (\$5.5m), being \$3.4m favourable to budget,
- (d) The Funder result for April was (\$0.3m) unfavourable, Governance \$0.02m favourable and Provider (\$1.2m) unfavourable to budget;
- (e) Total Case Weighted Discharge (CWD) Activity was 8% ahead of plan.

	Moved	Seconded	
HVDHB	Ken Laban	Prue Lamason	CARRIED

2.2 CCDHB APRIL 2021 FINANCIAL AND OPERATIONAL PERFORMANCE REPORTS

Paper was taken as **read** and the Chief Financial Officer answered questions.

The Capital & Coast DHB Board noted:

- (a) Both Boards note:
- (b) The DHB had a (\$6.6m) deficit for the month of April 2021, being \$306k favourable to budget before excluding COVID-19 and Holidays Act [2003]
- (c) The DHB year to date had a deficit of (\$41.7m), being (\$11.1m) unfavourable to budget before excluding COVID-19 and Holidays Act [2003]
- (d) In the ten months we have incurred \$13.1m additional net expenditure for COVID-19 and \$6.8m against provision for Holidays Act [2003]
- (e) This means that the DHB has an overall YTD deficit of (\$21.8m) from normal operations (excluding COVID-19 and Holidays Act) being \$8.9m favourable to our underlying budget.

	Moved	Seconded	
HVDHB	Dr Chris Kalderimis	Vanessa Simpson	CARRIED

Notes:

- Performance is on track with forecast, with the exception of Covid-19 and Holidays Act.
- Performance is being communicated to the Ministry

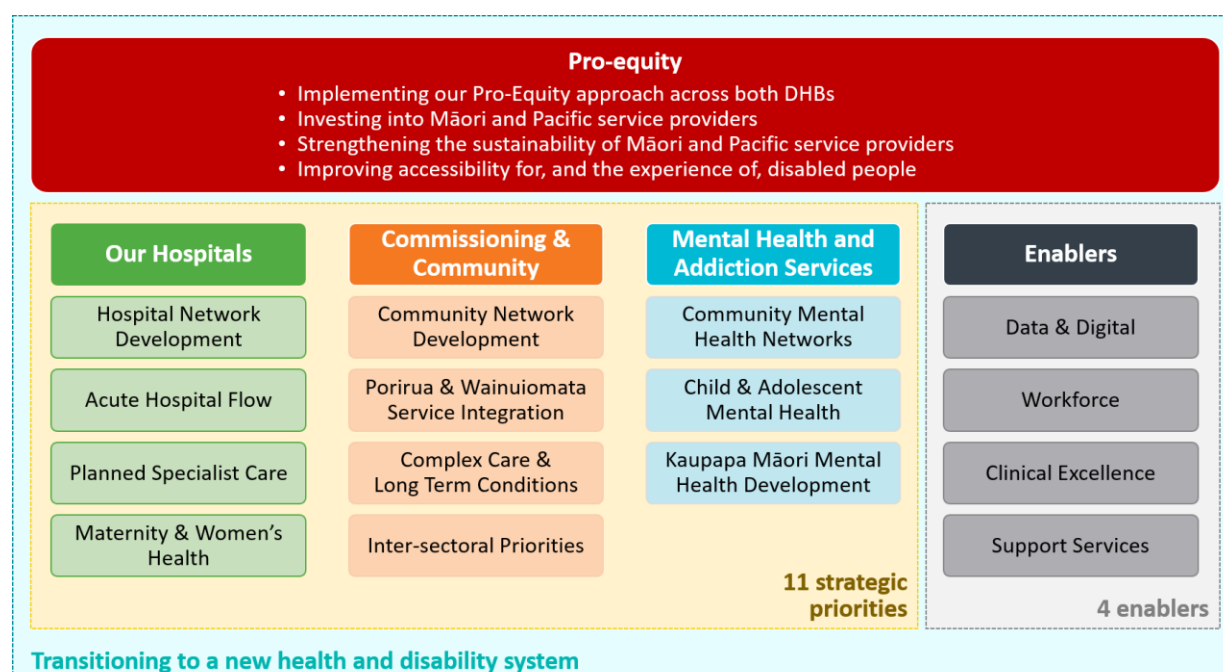
3 DECISION

3.1 STRATEGIC PRIORITIES

CCDHB and HVDHB Boards noted:

- The Boards have agreed two overarching goals:
 - Improving Equity and health outcomes
 - Improving financial sustainability
- the Boards reached consensus on the strategic priorities, including the enablers, identified to drive system transformation (at the workshop in January 2021 and at the Board meetings on 3 March 2021 and 7 April 2021)
- that management have reflected on those priorities in the context of health system reform announced on 21 April 2021.
- that the names of the priority areas have been refined to give greater clarity to the workstreams and work programmes.

CCDHB and HVDHB Boards approved the eleven strategic priorities and four enablers (grouped under four focus areas with an overarching pro-equity approach to each):



Notes:

- The strategic priorities were introduced by the Chief Executive, who gave an overview of the process that the Executive and the Boards had worked through to develop them, and noted that while there had been some changes since the Board workshop in January 2021 (and subsequent discussions at the March and April Board meetings) that the changes were in the nature of refinements as the programmes of work are developed and the Executive have considered them in the context of health system reform.
- Pro-equity is across all streams of work – and the diagram articulates that everything we do has a pro-equity approach.
- It was noted that programmes of work are being worked on under each of the 4 focus areas, and that progress will be reported to the Boards.
- It was noted that the strategic framework will shape the work of the Boards in the next period and provide a focus for all internal and external communication, and the prioritisation of resource and Board and Committee time.
- It was noted that public health is covered within the priorities, under the localities priority.

	Moved	Seconded	
HVDHB	Ken Laban	Prue Lamason	CARRIED
CCDHB	Roger Blakeley	Brendan Boyle	CARRIED

4 OTHER**4.1 GENERAL BUSINESS**

Nil.

4.2 RESOLUTION TO EXCLUDE THE PUBLIC

	Moved	Seconded
HVDHB	Ken Laban	Naomi Shaw
CCDHB	Sue Kedgley	Hamiora Bowkett

Meeting concluded at 10.15am

5 NEXT MEETING

4 August 2021, **Zoom:** 876 5068 1844, **Location:** Wellington Regional Hospital, Level 11 Boardroom Grace Neil Block, **Time:** 9am

CONFIRMED that these minutes constitute a true and correct record of the proceedings of the meeting.

DATED this _____ day of _____ 2021



David Smol
BOARD CHAIR