



Minutes

Public session

Meeting of the Community and Public Health/ Disability Support Advisory Committee

held in the Board Room, Fourth Floor, Ward/Administration Building
Whanganui Hospital, 100 Heads Road, Whanganui
on Friday 22 July 2016, commencing at 9.40am

Present

Mr Frank Bristol
Ms Jenny Duncan
Ms Harete Hipango
Mr Stuart Hylton
Ms Kate Joblin, Committee Chair
Mrs Judith MacDonald
Mrs Dot McKinnon, Board Chair
Mr Matt Rayner

In attendance

Mrs Andrea Bunn, Senior Portfolio Manager, Health of Older People and Mental Health
Ms Sue Campion, Communications Manager
Mr Hentie Cilliers, Manager Human Resources
Mrs Jevada Haitana, Associate Director of Nursing
Mr Bruce Jones, Public Health Nurse
Ms Deborah Mansor, Executive Assistant (*minutes*)
Mrs Eileen O'Leary, Project Manager, Service and Business Planning
Mr Matt Power, Funding Manager, Service and Business Planning
Ms Tracey Schiebli, General Manager, Service and Business Planning
Mrs Louise Torr, Business Manager

Media

There was no media in attendance.

Public

Four members of the public attended this meeting.

Karakia/reflection

Mr Matt Rayner provided a karakia.

1 Apologies

Apologies were received and accepted from Mrs Philippa Baker-Hogan and Ms Grace Taiaroa.

2 Conflict and register of interests update

2.1 Amendments to the register of interests

Mr Matt Rayner advised that a conflict noted for him on 27 May 2016 should read *Health Solutions Trust* instead of the *Tobacco Advisory Group*.

Mr Frank Bristol advised a change to his conflict noted on 27 May 2016, and said he would e-mail through his amendment. The update had not been received at the time of including these minutes for the board agenda.

2.2 Declaration of conflicts in relation to business at this meeting

No conflicts were declared.

3 Late items

No late items were advised.

4 Minutes of the previous meeting

It was resolved that:

The minutes of the public session of the meeting of the Community and Public Health/Disability Support Advisory Committee held on 27 May 2016 are approved as a true and correct record.

All agreed/carried

5 Matters arising

The minutes were agreed with the following noted:

- Clarification around the funding for smokefree – the MoH has agreed to retain the funding under the RFP at the original amount. This funding goes directly from the MoH to the PHO. The DHB also receives smokefree funding which arose from a government budget, and DHBs have been in receipt of this for the last four years. There is uncertainty around whether this funding will continue post 2016/17. A Tobacco Control Plan investment plan is being developed for discussion with committees at the September meeting.
- Unpublished framework for mental health – a member noted that this will be a useful framework for the committees to consider. This framework has key result areas which can apply to any aspect of health. The timeline for the document to be finalised is still to be determined. Mr Bristol advised he is on the health informatics section of the framework working committee.

Action: Management to provide an update at the September committee meeting.

- The next joint strategy committee meeting is scheduled for 28 October 2016.
- A number of reports were flagged to be provided at this meeting; the committee asked that these be presented at the next meeting scheduled for 16 September 2016.

6 Committee chair's verbal report

No report was provided.

7 Presentation

There was no presentation at this meeting.

8 General Manager Service and Business Planning's report

There was no general manager, service and business planning report at this meeting.

9 Date of next meeting

The next meeting is scheduled for Friday 16 September 2016.

10 Exclusion of public

It was unanimously resolved that:

The public be excluded from the remainder of this meeting under clause 32, Schedule 3 of the New Zealand Public Health and Disability Act 2000 on the grounds that the conduct of the following agenda items in public would be likely to result in the disclosure of information for which good reason for withholding exists under sections 6, 7 or 9 (except section 9(2) (g) (i)) of the Official Information Act 1982.

Agenda item	Reason	OIA reference
Community and Public Health/Disability Support Advisory Committee minutes of meeting held on 27 May 2016 (public-excluded session)	For the reasons set out in the committee's agenda of 27 May 2016	As per the committee's agenda of 27 May 2016
Service and Business Planning risk register	To protect the privacy of natural persons, including that of deceased natural persons	Section 9(2)(a)
	To protect information where the making available of the information would be likely unreasonably to prejudice the commercial position of the person who supplied or who is the subject of the information	Section 9(2)(b)(ii)
	To enable the district health board to carry out, without prejudice or disadvantage, commercial activities or negotiations (including commercial and industrial negotiations)	Section 9(2)(i) and 9(2)(j)

Persons permitted to remain during the public excluded session

The following person(s) may be permitted to remain after the public has been excluded because the board considers that they have knowledge that will help it. The knowledge possessed by the following persons and relevance of that knowledge to the matters to be discussed follows.

Person(s)	Knowledge possessed	Relevance to discussion
Chief executive and senior managers and clinicians present	Management and operational information about Whanganui District Health Board	Management and operational reporting and advice to the board
Committee secretary	Minute taking	Recording minutes of committee meeting

This meeting finished at 10.00am.