

## Hospital Advisory Committee Agenda



<b>Location:</b>	Board Room Level 1 Hockin Building Waikato Hospital Pembroke Street HAMILTON  And Via Zoom		
<b>Date:</b>	25 November 2021	<b>Time:</b>	10.45am

<b>Commissioners:</b>	Mr A Connolly, Clinical Advisor to the Commissioner (Chair) Dame K Poutasi, Commissioner Mr C Paraone, Deputy Commissioner Emeritus Professor M Wilson, Deputy Commissioner Ms T P Thompson-Evans, Chair Iwi Māori Council Ms R Karalus Dr P Malpass Mr J McIntosh Mr F Mhlanga Ms G Pomeroy Ms J Small Mr D Slone Mr G Tupuhi
<b>In Attendance:</b>	Mr K Whelan, Crown Monitor Mr K Snee, Chief Executive Other Executives as necessary

<b>Next Meeting Date:</b>	24 February 2022	
<b>Contact Details:</b>	Phone: 07 834 3622	Facsimile: 07 839 8680
	www.waikatodhb.health.nz	

**Our Vision:** Healthy People. Excellent Care

**Our Values:** People at heart – **Te iwi Ngakaunui**  
Give and earn respect – **Whakamana**  
Listen to me talk to me – **Whakarongo**

Fair play – **Mauri Pai**  
Growing the good – **Whakapakari**  
Stronger together – **Kotahita**

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**Item**

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**1. APOLOGIES**

**2. INTERESTS**

- 2.1 [Schedule of Interests](#)
- 2.2 Conflicts Related to Items on the Agenda

**3. MINUTES AND MATTERS ARISING**

- 3.1 [Minutes 23 September 2021](#)
- 3.2 Matters arising from the minutes

**4. EXECUTIVE DIRECTOR HOSPITAL AND COMMUNITY SERVICES**

Across the two Statutory Committees (CPHAC/DSAC and HAC) we will be presenting on our preparedness for COVID in hospital services, the community and regionally (Te Manawa Taki)

**5. INFORMATION**

**6. GENERAL BUSINESS**

- 6.1 [2022 Meeting Dates](#)
  - 24 February
  - 5 May
  - 23 June

**NEXT MEETING:** [24 February 2022](#)



# Apologies



## **Interests**

**SCHEDULE OF INTERESTS FOR HOSPITALS ADVISORY COMMITTEE MEETINGS TO NOVEMBER 2021**

Dame Karen Poutasi

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Commissioner, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Finance Risk and Audit Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Community and Public Health and Disability and Support Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Deputy Chair, Network for Learning</b>	Non-Pecuniary	None	
<b>Son, Health Manager, Worksafe</b>	Non-Pecuniary	None	
<b>Chair, Wellington Uni-Professional Board</b>	Non-Pecuniary	None	
<b>Chair, Taumata Arowai</b>	Non-Pecuniary	None	
<b>Chair, Transition Programme Assurance Group</b>	Non-Pecuniary	None	
<b>Member, Health System Readiness Assurance Group</b>	Non-Pecuniary	None	

Mr Andrew Connolly

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Clinical Advisor to the Commissioner, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Finance Risk and Audit Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Chair, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Community and Public Health and Disability and Support Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Acting Chief Medical Officer, Ministry of Health (secondment to 31 December 2021, part-time)</b>	Non-Pecuniary	None	
<b>Board member, Health Quality and Safety Commission (position non-active whilst Acting Chief Medical Officer, Ministry of Health)</b>	Non-Pecuniary	None	
<b>Employee, Counties Manukau DHB</b>	Non-Pecuniary	None	
<b>Clinical Advisor to Chair, Southern DHB</b>	Non-Pecuniary	None	
<b>Member, MoH Planned Care Advisory Group</b>	Non-Pecuniary	None	

Note 1: Interests listed in every agenda.

Note 2: Members required to detail any conflicts applicable to each meeting.

Note 3: Roles within the Waikato DHB are recorded but are by definition not conflicts and for practical purposes, non-pecuniary.

Mr Chad Paraone

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Deputy Commissioner, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Finance Risk and Audit Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Community and Public Health and Disability and Support Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Māori Health Director, Precision Driven Health</b> (stepped down from role from October 2020 to December 2021)	Non-Pecuniary	None	
<b>Committee of Management Member and Chair, Parengarenga A Incorporation</b>	Non-Pecuniary	None	
<b>Director/Shareholder, Finora Management Services Ltd</b>	Non-Pecuniary	None	
<b>Acting Chief Executive, Interim Māori Health Authority</b>	Non-Pecuniary	None	

Emeritus Professor Margaret Wilson

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
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<b>Member, Finance Risk and Audit Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Chair, Community and Public Health and Disability and Support Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Waikato Health Trust</b>	Non-Pecuniary	None	
<b>Co-Chair, Waikato Plan Leadership Group</b>	Non-Pecuniary	None	

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Ms Te Pora Thompson-Evans

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<b>Attendee, Commissioner meetings, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Finance Risk and Audit Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Deputy Chair, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Chair, Iwi Maaori Council, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Te Manawa Taki Governance Group</b>	Non-Pecuniary	None	
<b>Iwi Maaori Council Representative for Waikato-Tainui, Waikato DHB</b>	Non-Pecuniary	None	
<b>Iwi: Ngāti Hauā</b>	Non-Pecuniary	None	
<b>Maangai Maaori:</b>			
○ <b>Community Committee</b>	Non-Pecuniary	None	
○ <b>Economic Development Committee</b>	Non-Pecuniary	None	
<b>Director/Shareholder, Haua Innovation Group Holdings Limited</b>	Non-Pecuniary	None	
<b>Director, Whai Manawa Limited</b>	Non-Pecuniary	None	
<b>Director/Shareholder, 7 Eight 12 Limited</b>	Non-Pecuniary	None	

Dr Paul Malpass

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Consumer Council, Waikato DHB</b>	Non-Pecuniary	None	
<b>Fellow, Australasian College of Surgeons</b>	Non-Pecuniary	None	
<b>Fellow, New Zealand College of Public Health Medicine</b>	Non-Pecuniary	None	
<b>Daughter registered nurse employed by Taupo Medical Centre</b>	Non-Pecuniary	None	
<b>Daughter employed by Access Community Health</b>	Non-Pecuniary	None	
<b>Eldest son employed by Presbyterian Support, Northern</b>	Non-Pecuniary	None	

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Mr John McIntosh

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Community Liaison, LIFE Unlimited Charitable Trust (a national health and disability provider; contracts to Ministry of Health; currently no Waikato DHB contracts)</b>	Non-Pecuniary	None	
<b>Coordinator, SPAN Trust (a mechanism for distribution to specialised funding from Ministry of Health in Waikato_</b>	Non-Pecuniary	None	
<b>Trustee, Waikato Health and Disability Expo Trust</b>	Non-Pecuniary	None	

Ms Rachel Karalus

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Chair, Aere Tai Pacific Midland Collective</b>	Non-Pecuniary	None	
<b>Member, Waikato Plan Regional Housing Initiative</b>	Non-Pecuniary	None	
<b>Chief Executive Officer, K'aute Pasifika Trust</b>	Non-Pecuniary	None	

Ms Gerri Pomeroy

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Co-Chair, Consumer Council, Waikato DHB</b>	Non-Pecuniary	None	
<b>Trustee, My Life My Voice</b>	Non-Pecuniary	None	
<b>Waikato Branch President, National Executive Committee Member and National President, Disabled Person's Assembly</b>	Non-Pecuniary	None	
<b>Member, Enabling Good Lives Waikato Leadership Group, Ministry of Social Development</b>	Non-Pecuniary	None	
<b>Member, Machinery of Government Review Working Group, Ministry of Social Development</b>	Non-Pecuniary	None	
<b>Co-Chair, Disability Support Service System Transformation Governance Group, Ministry of Health</b>	Non-Pecuniary	None	
<b>Member, Enabling Good Lives National Leadership Group, Ministry of Health</b>	Non-Pecuniary	None	

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<sup>a</sup>Mr Fungai Mhlanga

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<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Employee, Department of Internal Affairs (DIA) - Office of Ethnic Communities</b>	Non-Pecuniary	None	
<b>Trustee, Indigo Festival Trust</b>	Non-Pecuniary	None	
<b>Member, Waikato Sunrise rotary Club</b>	Non-Pecuniary	None	
<b>Trustee, Grandview Community Garden</b>	Non-Pecuniary	None	
<b>Volunteer, Waikato Disaster Welfare Support Team(DWST) - NZ Red Cross</b>	Non-Pecuniary	None	
<b>Volunteer, Ethnic Football Festival</b>	Non-Pecuniary	None	

Mr David Slone

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Director and Shareholder, The Optimistic Cynic Ltd</b>	Non-Pecuniary	None	
<b>Trustee, NZ Williams Syndrome Association</b>	Non-Pecuniary	None	
<b>Trustee, Impact Hub Waikato Trust</b>	Non-Pecuniary	None	
<b>Employee, CSC Buying Group Ltd</b>	Non-Pecuniary	None	
<b>Advisor, Christian Supply Chain Charitable Trust</b>	Non-Pecuniary	None	

Ms Judy Small

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Consumer Council, Waikato DHB</b>	Non-Pecuniary	None	
<b>Director, Royal NZ Foundation for the Blind</b>	Non-Pecuniary	None	

<sup>a</sup> The following statement has been requested for inclusion - All the comments and contributions I make in the Committee meetings are purely done in my personal capacity as a member of the migrant and refugee community in Waikato. They are not in any way representative of the views or position of my current employer (Office of Ethnic Communities/Department of Internal Affairs).

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Mr Glen Tupuhi

<b>Interest</b>	<b>Nature of Interest</b> <i>(Pecuniary/Non-Pecuniary)</i>	<b>Type of Conflict</b> <i>(Actual/Potential/Perceived/None)</i>	<b>Mitigating Actions</b> <i>(Agreed approach to manage Risks)</i>
<b>Member, Community and Public Health Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	Refer Notes 1 and 2
<b>Member, Hospitals Advisory Committee, Waikato DHB</b>	Non-Pecuniary	None	
<b>Member, Iwi Maaori Council, Waikato DHB</b>	Non-Pecuniary	None	
<b>Board member, Hauraki PHO</b>	Non-Pecuniary	None	
<b>Board member , Te Korowai Hauora o Hauraki</b>	Non-Pecuniary	None	
<b>Chair Nga Muka Development Trust, a representation of Waikato Tainui North</b>	Non-Pecuniary	None	
<b>Waikato marae cluster</b>			

Note 1: Interests listed in every agenda.

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# **Minutes and Matters Arising**

## **WAIKATO DISTRICT HEALTH BOARD**

### **Minutes of the Hospitals Advisory Committee held on 23 September 2021 commencing at 10.45am via Zoom**

**Present:** Mr C Paraone (Chair)  
Dame K Poutasi  
Emeritus Professor M Wilson  
Mr D Slone  
Dr P Malpass  
Ms T Thompson-Evans  
Mr F Mhlanga  
Ms R Karalus  
Ms G Pomeroy  
Ms J Small

**In Attendance:** Ms D Chin  
Dr K Snee, Chief Executive  
Ms C Lowry, Executive Director – Hospital and Community Services  
Mr R Nia Nia, Executive Director – Māori, Equity & Health Improvement  
Mr N Hablous, Company Secretary  
Dr J Carr, Senior Medical Officer – Primary and Community

**Apologies:** Mr A Connolly  
Mr J McIntosh

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#### **ITEM 1: APOLOGIES**

**Resolved**

**THAT** the apologies from Mr A Connolly and Mr J McIntosh are accepted.

#### **ITEM 2: INTERESTS**

**3.1 Register of Interests**

No changes were required to the register of interests.

**3.2 Conflicts relating to items on the Agenda**

No conflicts of interest relating to items on the agenda were foreshadowed.

### ITEM 3: MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

#### 3.1 Waikato DHB Hospitals Advisory Committee: 24 June 2021

**Resolved  
THAT**

The minutes of the Waikato DHB Hospitals Advisory Committee held on 24 June 2021 are confirmed as a true and correct record.

**Moved:** Mr F Mhlanga  
**Seconded:** Ms R Karalus

The Chair congratulated the executive team and partners involved in the successful management of the cyber incident in support of our staff, patients and communities.

#### 3.2 Matters Arising Nil

### ITEM 4: Executive Director – Hospital and Community Services

#### 4.1 Waikato DHB Cybersecurity Incident May 2021

**The report was taken as read.**

**The Committee:**

- 1) **Noted** the content of this report.
- 2) **Noted** that the number of patients waiting for services has increased as a result of these events.
- 3) **Noted** service plans are in place to assist with the recovery from these events and performance against these plans will be actively managed.

The report provided an update on the impact of the Cyber Incident on clinical services from a Hospital and Community Services perspective.

Plans are in place to mitigate the potential risks resulting from the cumulative impact of these pressures on services and to support access to planned care services.

*Ms C Lowry* talked through the main points of the report stating that the Waikato Hospital and Community Services teams have shown quite some resilience as they have endured months managing one crisis after another.

**Noted** currently in the final phase of restoration standing up systems and processes with service teams working closely with IT to restore systems to pre cyber incident and enhance systems wherever possible.

**Noted** that throughout the recovery phase the services have applied an equity lens to mitigate any issues for affected groups in our community.

**Noted** there is a process in place to manage the referrals backlog and identify any patients at risk.

**Acknowledged** the onerous process to upload data that was manually recorded during the outage.

**Noted** Rural and Community services experienced limitations with screening services and dental services that are reliant on online clinical systems to support their services. Systems are now restored to pre cyber incident state.

The Chair acknowledged the intense pressure on staff for quite some period of time and how staff have pulled together to navigate their way through the challenging times.

*Mr P Malpass* echoed the acknowledgement and asked:

1. How staff are being supported through these demanding times.
2. The impact on the retention of staff; recalling a staff turnover rate of 12% in recent years.

*Dr K Snee* informed of an increase in attrition of staff in the IT department as a result of the Cyber Incident, and a number of other factors, however it appears to have slowed over the last month.

**Ms C Lowry agreed** to report on staff turnover at the next Committee meeting.

*Ms C Lowry* reported on the additional pressures placed on staffing levels through sick leave, critical vacancies and recent industrial action from the nursing workforce. To support the wellbeing of staff, a support programme known as the Umbrella programme has been introduced and is available to all staff through online webinars. The Umbrella programme is designed to help staff build resilience and develop coping strategies in challenging times.

The Umbrella programme would be ongoing to support staff. To date approximately 600 staff members have accessed the online platform.

*Ms C Lowry* reported on the support provided by the dedicated equity services team in offering advice to clinical areas using the equity frameworks developed. The approach has been strengthened by the recent appointment of Tio Sewell, Director of Maori health and Equity services.

**Noted** the dedication by the Hospital and Community teams on addressing implications on equity at every Cyber Incident CIMs meeting.

*Ms R Karalus* acknowledged the inclusion of the equity lens placed throughout the report presented to the Committee; and noted an improvement on earlier reports.

*Mr D Slone* enquired and *Ms C Lowry* responded that equity discussions had extended to the disability community and consideration was given through priority bookings.

**The Committee requested** the tracking of the numbers for the disability community be included in the next report to the Committee on planned care, if this is possible.

*Mr P Malpass* shared that rural communities were nervous and concerned for the future with a sense of deterioration in access to health care and requested an update on the locality approach.

*The Chair* confirmed that progress on the locality discussion would be brought to the next Committee meeting.

*Mr F Mhlanga* enquired as to how the equity lens is applied to the migrant older people and how the support for this community is or can be measured.

**The Chair requested** Ms C Lowry report on the older person cohort for the migrant population within planned care if this is possible.

**ITEM 5: INFORMATION**  
Nil

**ITEM 6: GENERAL BUSINESS**

*Ms J Small* enquired as to the transport plan in place for assisting with our equity approach.

*Ms L Gestro* informed that a plan was going to the Commissioners in October and would be made available to the next Committee meeting.

*Mr R Nia Nia* informed of the Equity framework and Regional Equity plan that provided a range of equity priorities. A report including a dashboard that shows vaccination rates would be provided to the Committee at a future meeting. These priorities align with our DHB KPIs and our disability responsiveness plan.

**Noted** the Waikato DHB Annual Plan was currently with the Ministry of Health awaiting final sign off.

**The Committee**

**Requested** that two or three main priorities of Hospital and Community Services for the year ahead be reported on at the next Committee meeting.

**DATE OF NEXT MEETING**

25 November 2021

*Mr R Nia Nia* closed with a karakia.

Chairperson: Mr Chad Paraone

Date: 23 September 2021

Meeting Closed: 12.08pm



## **Executive Director Hospital and Community Services**



Across the two Statutory Committees (CPHAC/DSAC and HAC) we will be presenting on our preparedness for COVID in hospital services, the community and regionally (Te Manawa Taki)



# Information



# **General Business**

2022 Meeting Dates:

24 February  
5 May  
23 June



**Next Meeting: 24 February 2022**