**Notes of the 87th meeting of the Health Quality & Safety Commission Board on 17th September 2021 held via Zoom.**

Members: Dr Dale Bramley (Chair), Mena Antonio, Prof Peter Crampton, Shenagh Gleisner, Wil Harrison, Dr Tristram Ingham, Rae Lamb, Dr Jenny Parr, Dr Collin Tukuitonga.

Staff: *In attendance:* Dr Janice Wilson, Gillian Bohm, Richard Hamblin, Kere Pomare, Bevan Sloan, Martin Thomas, Stephanie Turner, Chris Walsh, Paula Farrand (EA to the Board), Shelley Hanifan (minutes), Leigh Manson (item 9), Tony Mottershead (item 10).

Guests: Rowena Lewis – Chair, Consumer Advisory Group, Ria Earp – Chair, Te Rōpū Māori, Morag McDowell, Health & Disability Commissioner, Prof Ian Civil - Prof Ian Civil - Clinical director, national trauma network (item 10).

Apologies: Collin Tukuitonga.

* The minutes of the previous meeting were **approved**.
* The actions of the previous meeting were **updated** and **noted**.
* The interests register, and special register of interests were **updated**.
* Members board related activities were **noted**.
* The Health and Disability Commissioner update was **noted**.
* The chief executive report was **noted**.
* The financial report and risk register were **discussed**.

**Key decisions** –the board:

1. **Agreed**: to the drafts terms of reference for the Consumer Advisory Group (CAG), noting that they are open to further advice around increasing size and other amendments to support CAG.

**Draft Annual Report 2020-21**

Minor changes to content and context were suggested to make the report clearer to a wider group of readers, and changing the formatting could better highlight outcomes and impacts.

The consumer report that sits alongside ‘Bula Sautu – A window on quality 2021: Pacific health in the year of COVID-19 | Bula Sautu – He mata kounga 2021: Hauora Pasifika i te tau COVID-19’ (Bula Sautu) should be highlighted in the ‘Notable Successes and Achievements’ section of the Annual Report, alongside Bula Sautu. Greater visibility of the Commission’s focus on disability was also recommended.

Once final changes have been incorporated, the Annual Report will be sent to Audit New Zealand and the Ministry of Health as a final draft. The Annual Report will not be finalised or published until after the final Audit New Zealand visit in late November.

The team was thanked for their work on the Annual Report 2020/21.

**Consumer Advisory Group (CAG) – updated terms of reference**

The CAG currently has four members. Board members commented that the CAG may be more effective with more members, and better able to represent a wider range of consumer populations and groups. An open, transparent process of appointment to the CAG is also important.

The importance of ensuring that groups of consumers and collective approaches are well represented within the CAG was discussed.

Conflicts of interest was also raised as an issue for managing.

**Update on assisted dying**

Leigh Manson was welcomed to the meeting, and introduced herself and her work aimed at how clinicians respond when consumers and whānau raise assisted dying. Leigh talked about concerns the sector has about the confidence and preparedness of the clinical workforce to respond appropriately and respectfully, when assisted dying is raised with them. There is uncertainty among clinicians about what is expected and required. The Commission’s Advanced Care Planning and Clinical Communications Training Programme connected with the Ministry of Health, to support them to develop resources that aim to support clinicians to manage initial conversations on assisted dying with their patients. The Ministry of Health has welcomed the support of the Commission’s clinical communications experts.

The board raised several concerns. They felt the work should not be rushed. Important process steps should be followed, particularly discussion with HDC, CAG and Te Rōpū. Cultural considerations require advice, and consultation and engagement with groups (Māori, Pacific and people with disabilities in particular). Once process is addressed, a legal review should be required.

The board requested that an update on this work be provided at the next meeting.

**Major Trauma Programme update**

Professor Ian Civil and Tony Mottershead were welcomed to the meeting and presented on the Trauma Programme, which is funded by the Accident Compensation Corporation (ACC). The programme’s mission is to develop New Zealand's trauma system into an exemplar of best practice care, delivering benefits to patients, the population and achieving efficiencies in the health system. The presentation covered links to the National Trauma Network; background, progress, work in Patient Reported Outcome Measures, Māori experiences of major trauma, traumatic brain injury and opportunities for rehabilitation. Future opportunities for the programme were also overviewed.

The programme is expecting to report publicly on Māori experiences of major trauma later this year.

The board thanked Professor Ian Civil and Tony Mottershead for their presentation, and the work of their wider team, on the Major Trauma Programme.