

## Notes of the 55th meeting of the Health Quality & Safety Commission Board held on 22 August 2016 in Auckland

- Present: Prof Alan Merry (Chair), Shelley Frost, Robert Henderson, Dr Bev O'Keefe, Dame Alison Paterson (to 4.35pm), Heather Shotter
- In attendance: Dr Janice Wilson (Chief Executive), Karen Orsborn, Richard Hamblin, Chris Walsh (from 11.15am to 4.35pm), Gillian Bohm, Iwona Stolarek, Liz Price, Diane de Rochester (EA), Ethan Tucker (minutes)
- Guests: Dame Paula Rebstock, ACC Chair (item 6); Anthony Hill (Health & Disability Commissioner)
- Apologies: Dr Dale Bramley, Gwen Tepania-Palmer

Key points and decisions are summarised below.

- 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**
- Prof Ed Mitchell's six years as a CYMRC member concluded recently. The Board considered and approved his reappointment to CYMRC from 1 July 2016 to 28 February 2017. The reappointment is so he can be the CYMRC spokesperson for the committee's report on sudden unexplained death in infants (SUDI), which will be released in January 2017, and of which he is the primary author.

The Board:

- **noted** that Prof Ed Mitchell's CYMRC appointment expired on 1 July 2016, and he has continued to work as a co-opted member since then
- **noted** that an extension of Prof Mitchell's appointment would formalise his continued and valued work on CYMRC's sudden unexplained death in infants report, and allow him to be a CYMRC member and spokesperson when the report is released in January 2017
- **agreed** to extend Prof Mitchell's appointment to CYMRC from 1 July 2016 until 28 February 2017
- A **patient story** was provided by way of a video
- The Board considered a proposed recruitment policy designed to further increase Māori and Pacific representation on mortality review committees. This has been the subject of consultation with Te Roopū Māori, the MRC Māori Caucus and the MRC Chairs. The paper also discusses the secretariat's investigation of kaumātua support for MRCs, which will be considered further at the next MRC Chairs meeting on 1 December.

The Board:

- **noted** the update on MRC appointments and Te Whai Oranga
- Dame Paula Rebstock has been Chair of the Accident Compensation Corporation since September 2012. She was welcomed to the Board meeting to discuss ACC's work with the Commission.
- The draft 2015/16 Annual Report was discussed for Board comment. This is the first of two opportunities to comment on the draft text. After Board comments are incorporated Audit NZ will begin its formal audit process, and the Board will be asked to approve the final draft report in the second half of October. The Annual Report must be provided to the Minister of Health within 15 working days of the Commission receiving the audit report, which will be provided in late October.

The Board:

- **provided** feedback on the draft 2015/16 Annual Report
- The Board and staff held a strategic planning session informed by three papers:
  - Partners in Care programme evaluation report (March 2016, originally circulated out of session, 15 June 2016)
  - Towards 2022 draft strategy document (August 2016, formerly titled Focus 2018 when it came to the 13 April Board)
  - Investment approach paper (August 2016)

The Board:

- **noted** the Partners In Care evaluation, the draft Towards 2022 discussion document, and the draft investment approach paper
  - **agreed** to consider making recommendations to the Minister of Health for potential consumer appointees to the Board
- Draft policy options for the updated national reportable events policy were presented for Board comment, in anticipation of their inclusion in the 2015/16 adverse events report, which will be considered at the September Board meeting. The upcoming report will include a chapter with the proposed policy chapter to promote sector feedback. Five themes for consultation have emerged in preparing the revised policy, and have been identified as important factors shaping the policy.

The Board:

- **noted** five broad themes have been identified for the revised national reportable events policy:
    - a. increase the focus on consumers
    - b. increase the focus on learning and action
    - c. prioritise what is reported nationally
    - d. take a 'whole sector' approach
    - e. make it easier for organisations to report and learn from adverse events
  - **noted** that the policy options will be shared with stakeholders in the adverse events annual report to gather feedback
  - **provided** feedback on the draft policy options before they are released for sector discussion in the 2015/16 Learning For Adverse Events report on 19 October 2016
  - **noted** that the 2015/16 Learning From Adverse Events report will be presented for Board approval at the 23 September Board meeting
- The finance report and risk register were presented and **noted**:
    - WAP2 accommodation project

The Board:

- **noted** the financial results for the month ending 31 July 2016
  - **noted** an interim audit report will now go to the Audit Committee at the end of August 2016
  - **noted** the status of the Wellington Accommodation Project (WAP2)
  - **agreed** that:
    - the present draft WAP2 'letter of comfort' does not sufficiently address the Commission's concerns
    - a more comprehensive set of assurances from the Government Property Group has been requested and no commitments will be considered until these are received
- The balanced scorecard and exception report were presented and **noted**.
  - The chief executive presented a report which included the following topics:

- updates on advance care planning
  - meetings with ACC
  - first meeting of the multi-agency 'equity hub'
- The correspondence file was **noted**