

## Notes of the 59th meeting of the Health Quality & Safety Commission Board held on 6 April 2017 in Wellington

Members:	Prof Alan Merry (Chair), Dr Dale Bramley (via teleconference, to 2.35pm), Shelley Frost, Robert Henderson, Dr Bev O'Keefe, Dame Alison Paterson, Heather Shotter (to 2.55pm), Gwen Tepania-Palmer
Staff:	Karen Orsborn (Acting Chief Executive), Bevan Sloan, Richard Hamblin, Chris Walsh, Gillian Bohm, Iwona Stolarek, Diane de Rochester (EA), Ethan Tucker (minutes)
Guests:	Anthony Hill (Health & Disability Commissioner, to 1.15pm), Julie Patterson (Chief Executive, Whanganui DHB, item 5 below), Wade Gill (Diligent Board Books, item 9)

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**
- A **patient story** was provided by way of a video
- The Board discussed and approved proposed appointments of four new mortality review committee members. Two will be appointed to each of the Perinatal and Maternal Mortality Review Committee (PMMRC) and the Perioperative Mortality Review Committee (POMRC), for terms of three years. Each of these decisions will involve temporary waivers of the usual maximum membership on each MRC (eight members), which is recommended by the Chief Executive to accommodate an appropriate balance of skills on the committees.

The Board:

- **agreed** to waive the maximum PMMRC membership limit until 14 May 2018 to allow nine members
- **agreed** to appoint Dr John Tait and Dr Michelle Wise to PMMRC for three years from 14 May 2017 to 14 May 2020, subject to the usual background checks
- **agreed** to waive the maximum POMRC membership limit until 15 April 2019 to allow nine members
- **agreed** to appoint Prof Andrew Hill and Dr Maxine Ronald to POMRC for three years from 15 April 2017 to 15 April 2020, subject to the usual background checks
- Iwona Stolarek summarised the findings and recommendations of the recent review of the 2012 National Reportable Events Policy, and Julie Patterson outlined the discussions at the adverse events expert advisory group (EAG).

The Board:

- **noted** the summary of stakeholder feedback and key policy issues raised in the review of the National Reportable Events Policy
- **agreed** to the proposed changes to the policy, and recommended amendments to its principles 3.1 and 3.6
- Karen Orsborn presented the final draft of the Commission's new SOI, which is due to the Minister of Health by 1 May for comments. Board feedback from February's meeting and the Minister's letter of expectation has been incorporated, and Ms Orsborn summarised feedback from the Ministry of Health, which chiefly addressed the linkages between the Commission's stated strategy and the New Zealand Health Strategy.

The Board:

- **agreed** the draft 2017-21 SOI, as amended following Board feedback, be sent for the Minister of Health's comments by 1 May, with the Board to be consulted on the final version via email before sending
- Karen Orsborn presented the final draft of the Commission's new SPE, which like the SOI is due to the Minister of Health by 1 May for comments. Ms Orsborn summarised feedback from the Ministry of Health, which, as with the SOI, addressed the linkages between the Commission's stated strategy and the New Zealand Health Strategy.

The Board:

- **agreed** the draft 2017/18 SPE, as amended following Board feedback, be sent for the Minister of Health's comments by 1 May, with the Board to be consulted on the final version by email before sending
- Richard Hamblin discussed the 2017 update of his team's Window report, which considers emerging trends and issues in the third edition of the document. The report reveals some significant improvements in patient safety, although challenges remain, particularly in areas with more complex problems.

The Board:

- **noted** and provided comments on the draft 3<sup>rd</sup> Window on the Quality of New Zealand's Health Services report, which will be published in May
- Wade Gill from Diligent Book Boards discussed the board paper software provided by his company, which helps organisations to shift from paper-based to electronic paper delivery.

The Board:

- **noted** and commented on the Diligent Board Books proposal for electronic Board papers management
- **noted** that further information will be provided on the financial implications of adopting Diligent
- The acting chief executive presented a report which included the following topics:
  - Recent work updating the SOI and SPE
  - Positive developments in the proposed mental health quality improvement
  - recent organisational changes within the Commission to reflect its growth and the new intelligence and improvement hub structure.
  - ACC's decision to self-manage the implementation of ICNet in DHBs
- Bevan Sloan presented the Chief Financial Officer's regular finance update and the updated risk register. The **finance update** for the eight months ending 28 February 2017 shows a \$0.369 million surplus against a planned SPE surplus for the period of \$0.118 million. Mr Sloan advised that the quarter 3 results will be completed shortly and will contain year-end forecasts to June 2017.

The Board:

- **noted** the financial results for the period ending 28 February 2017
- The balanced scorecard and exception report were presented and **noted**.
- The correspondence file was **noted** along with other documents