



Open Executive Committee of the Board Meeting

Monday, 13 April 2020

4:30pm

Via Zoom and Teleconference

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Published 9 April 2020

Open Agenda

Meeting of the Executive Committee of Board

13 April 2020

Venue: Via Zoom and Teleconference

Time: 4.30pm

Executive Committee of Board Members Pat Snedden (Board Chair) Jo Agnew Zoe Brownlie Peter Davis Tama Davis (Board Deputy Chair) Bernie O'Donnell Dame Paula Rebstock	Auckland DHB Executive Leadership Ailsa Claire Chief Executive Officer Rosalie Percival Chief Financial Officer Jo Gibbs Director of Provider Services Auckland DHB Senior Staff Marlene Skelton Corporate Business Manager (Other staff members who attend for a particular item are named at the start of the respective minute)
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Agenda

Please note that agenda times are estimates only

Karakia

4.35pm **1. APOLOGIES**

4.40pm **2. REGISTER OF INTEREST AND CONFLICTS OF INTEREST**

Does any member have an interest they have not previously disclosed?

Does any member have an interest that may give rise to a conflict of interest with a matter on the agenda?

3. CONFIRMATION OF MINUTES 1 APRIL 2020

4. ITEMS TO BE TRANSFERRED AT CONCLUSION OF CONFIDENTIAL SECTION OF MEETING

4.1 Public Access To Board Meetings During COVID 19

4.43pm **5. RESOLUTION TO EXCLUDE THE PUBLIC FROM THE MEETING**

Next Meeting: TBA

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Conflicts of Interest Quick Reference Guide

Under the NZ Public Health and Disability Act Board members must disclose all interests, and the full nature of the interest, as soon as practicable after the relevant facts come to his or her knowledge.

An “interest” can include, but is not limited to:

- Being a party to, or deriving a financial benefit from, a transaction
- Having a financial interest in another party to a transaction
- Being a director, member, official, partner or trustee of another party to a transaction or a person who will or may derive a financial benefit from it
- Being the parent, child, spouse or partner of another person or party who will or may derive a financial benefit from the transaction
- Being otherwise directly or indirectly interested in the transaction

If the interest is so remote or insignificant that it cannot reasonably be regarded as likely to influence the Board member in carrying out duties under the Act then he or she may not be “interested in the transaction”. The Board should generally make this decision, not the individual concerned.

Gifts and offers of hospitality or sponsorship could be perceived as influencing your activities as a Board member and are unlikely to be appropriate in any circumstances.

- When a disclosure is made the Board member concerned must not take part in any deliberation or decision of the Board relating to the transaction, or be included in any quorum or decision, or sign any documents related to the transaction.
- The disclosure must be recorded in the minutes of the next meeting and entered into the interests register.
- The member can take part in deliberations (but not any decision) of the Board in relation to the transaction if the majority of other members of the Board permit the member to do so.
- If this occurs, the minutes of the meeting must record the permission given and the majority’s reasons for doing so, along with what the member said during any deliberation of the Board relating to the transaction concerned.

IMPORTANT

If in doubt – declare.

Ensure the full **nature** of the interest is disclosed, not just the existence of the interest.

This sheet provides summary information only - refer to clause 36, schedule 3 of the New Zealand Public Health and Disability Act 2000 and the Crown Entities Act 2004 for further information (available at www.legislation.govt.nz) and “Managing Conflicts of Interest – Guidance for Public Entities” (www.oag.govt.nz).

Register of Interests – Executive Committee of Board

Member	Interest	Latest Disclosure
Pat SNEDDEN	Director and Shareholder – Snedden Publishing & Management Consultants Limited Director and Shareholder – Ayers Contracting Services Limited Director and Shareholder – Data Publishing Limited Trustee - Recovery Solutions Trust Director – Recovery Solutions Services Limited Director – Emerge Aotearoa Limited and Subsidiaries Director – Mind and Body consultants Ltd Director – Mind and Body Learning & Development Ltd Shareholder – Ayers Snedden Consultants Ltd Executive Chair – Manaiakalani Education Trust Chair – National Science Challenge Programme – A Better Start Director – Te Urungi o Ngati Kuri Ltd Director – Wharekapua Ltd Director – Te Paki Ltd Director – Ngati Kuri Tourism Ltd Director – Waimarama Orchards Ltd Chair – Auckland District Health Board Director – Ports of Auckland Ltd Board Member – Counties Manukau DHB Chair – Counties Manukau Audit, Risk and Finance Committee	05.03.2020
Jo AGNEW	Professional Teaching Fellow – School of Nursing, Auckland University Casual Staff Nurse – Auckland District Health Board Director/Shareholder 99% of GJ Agnew & Assoc. LTD Trustee - Agnew Family Trust Shareholder – Karma Management NZ Ltd (non-Director, majority shareholder) Member – New Zealand Nurses Organisation [NZNO] Member – Tertiary Education Union [TEU]	30.07.2019
Zoe BROWNLIE	Director - Belong Director - GenderTick Partner – CAYAD, Auckland Council Committee Member – RockEnrol Steering Committee	24.02.2020
Peter DAVIS	Retirement portfolio – Fisher and Paykel Retirement portfolio – Ryman Healthcare Retirement portfolio – Arvida, Metlifecare, Oceania Healthcare, Summerset, Vital Healthcare Properties	19.11.2019
William (Tama) DAVIS	Director/Owner – Ahikaroa Enterprises Ltd Whanau Director/Board of Directors – Whai Maia Ngati Whatua Orakei Director – Comprehensive Care Limited Board Director – Comprehensive Care PHO Board Board Member – Supporting Families Auckland Chair Mana Whenua Working Group – Auckland Council Te Kete Rukuruku Board Member – Freemans Bay School Board Member – District Maori Leadership Board Iwi Affiliations – Ngati Whatua, Ngati Haua and Ngati Tuwharetoa	12.12.2019
Bernie O'DONNELL	Manager – Manukau Urban Maori Authority Chair – Board of Trustees – Waatea School Deputy Chair – Marae Trustees – Nga Whare Waatea marae Executive Member – Secretary – Te Whakaruruhau o Nga Reo Iriangi Maori Director – Maori Media Network	19.03.2020

	Te Matawai Funding Panel – Te Pae Motuhake o Te Reo Tūkūtu Member – Ministry of Corrections Reference Group for AOD, Alcohol and other Drugs Addictions	
Dame Paula REBSTOCK (Chair)	Chair - Accident Compensation Corporation Chair - New Zealand Police, Women's Advisory Network Director - Auckland Transport Member - Synergia Ltd. Advisory Board Consulting Partner - Strategas Consulting Ltd Shareholder - UDS Consulting Chair - New Zealand Defence Force Shareholder and Director - On Being Bold Chair - Kiwi Group Holdings Ltd (KGHL) Chair - Ngati Whatua Whai Maia Director - Vector Ltd	01.04.2020



Open Minutes

Meeting of the Executive Committee of the Board

01 April 2020

Minutes of the Auckland District Health Board Executive Committee meeting held on Wednesday, 01 April 2020 via Zoom commencing at 1.00pm

Board Members Present Pat Snedden (Board Chair) Jo Agnew Zoe Brownlie Peter Davis Tama Davis Bernie O'Donnell Dame Paula Rebstock	Auckland DHB Executive Leadership Team Present Ailsa Claire Chief Executive Officer Mark Edwards Chief Quality, Safety and Risk Officer Rosalie Percival Chief Financial Officer Auckland DHB Senior Staff Present Marlene Skelton Corporate Business Manager (Other staff members who attend for a particular item are named at the start of the minute for that item)
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KARAKIA

Tama Davis led the Executive Committee of the Board in the Karakia.

English translation

"We thank you for this time to come together as a Board to share our collective intelligence, energy and understanding of what is going on in our communities today with the hope that we may be able to draw on this expertise to move forward. We ask you to look after those that find themselves in difficult circumstances. In this time of crisis for Aotearoa we ask you to guide us to give us the strength and understanding and expertise to move forward for the benefit of the community.

Amen"

[Secretarial Note: Tama Davis is to send out and share the words to the Karakia that he uses.]

1. ATTENDANCE AND APOLOGIES

There were no apologies

2. REGISTER OF INTERESTS AND CONFLICTS OF INTEREST

There were no changes to the interests register and no conflicts of interest with any item on the agenda.

3. CONFIRMATION OF OPEN MINUTES 23 MARCH 2020

Resolution: Moved Jo Agnew / Seconded Dame Paula Rebstock

That the minutes of the Briefing of the Executive Committee of the Board held on 23 March 2020 be confirmed as a true and correct record

Carried

4. ITEMS TRANSFERRED FROM CONFIDENTIAL

The following resolutions were transferred from the confidential agenda:

4.1 Delegations During COVID 19 Event Response

[Was confidential item 2]

Resolution: Moved Pat Snedden / Seconded Jo Agnew

That the Executive Committee of the Board:

1. Approves the following changes to delegated authority levels to enable appropriate and efficient response and decision making on urgent and unbudgeted COVID-19 events and will stop on advice from the CEO to the Board that these are no longer required

Proposed Das for COVID-19 requests only (In \$'000s)		Capex Delegations			Opex Delegations	
Role	Name	Current		Proposed	Current	Proposed
		Budgeted	Unbudgeted	All	All	All
CEO	Ailsa Claire	500	300	1,000	3,000	No change
CFO	Rosalie Percival	250	150	500	1,000	No change
ADHB IMT COVID-19 Controller	Alex Pimm	100	50	200	250	No change

2. Delegates Authority to the Board Chair and Chief Executive Officer to jointly approve COVID-19 related operational spend required under emergency for a value up to \$20M, with any such approval being reported to the Executive Committee of the Board within 48 hours.
3. The Corporate Business Manager to append a list of any such items approved to each meeting of the Executive Committee of Board so that patterns and trends can be identified.

Carried

4.2 Delegated Authority Conferred to CEOs During COVID 19

[Was confidential Item 3]

Resolution:

That the letter from the Ministry of Health be noted.

Carried

5. RESOLUTION TO EXCLUDE THE PUBLIC FROM THE MEETING

Recommendation: Moved Pat Snedden / Seconded Jo Agnew

That in accordance with the provisions of Clauses 32 and 33, Schedule 3, of the New Zealand Public Health and Disability Act 2000 the public now be excluded from the meeting for consideration of the following items, for the reasons and grounds set out below:

General subject of item to be considered	Reason for passing this resolution in relation to the item	Grounds under Clause 32 for the passing of this resolution
1. Verbal Report on IMT Process	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)] Prejudice to Health or Safety Information about measures protecting the health and safety of members of the public is enclosed in this report and those measures would be prejudiced by publication at this time [Official Information Act 1982 s9(2)(c)]	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
2. Delegations during COVID-19 Event Response	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
3. Delegated Authority Conferred to CEOs During COVID 19	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
4. Request for endorsement of urgent procurement of	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information

PPE for COVID 19 by Auckland DHB on behalf of the Northern Region	<p>be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p> <p>Prejudice to Health or Safety</p> <p>Information about measures protecting the health and safety of members of the public is enclosed in this report and those measures would be prejudiced by publication at this time [Official Information Act 1982 s9(2)(c)]</p>	<p>which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>
5. Auckland DHB upgrade of Concerto to Regional Clinical Portal	<p>Commercial Activities</p> <p>Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p> <p>Negotiations</p> <p>Information relating to commercial and/or industrial negotiations in progress is incorporated in this report and would prejudice or disadvantage if made public at this time [Official Information Act 1982 s9(2)(j)]</p>	<p>That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>
6. Finance, Risk and Assurance Report from 18 March 2020	<p>Commercial Activities</p> <p>Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p> <p>Negotiations</p> <p>Information relating to commercial and/or industrial negotiations in progress is incorporated in this report and would prejudice or disadvantage if made public at this time [Official Information Act 1982 s9(2)(j)]</p>	<p>That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>

The meeting closed at 2.12pm.

Signed as a true and correct record of the Board meeting held on Wednesday, 01 April 2020

Chair: _____ Date: _____
Pat Snedden

Resolution to exclude the public from the meeting

Recommendation

That in accordance with the provisions of Clauses 32 and 33, Schedule 3, of the New Zealand Public Health and Disability Act 2000 the public now be excluded from the meeting for consideration of the following items, for the reasons and grounds set out below:

General subject of item to be considered	Reason for passing this resolution in relation to the item	Grounds under Clause 32 for the passing of this resolution
1. Apologies	N/A	N/A
2. Conflicts of Interest	As per that stated in the open agenda	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
3. Confirmation of Confidential Minutes 1 April 2020	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
4. Board Chair's Report	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)] Prejudice to Health or Safety Information about measures protecting the health and safety of members of the public is enclosed in this report and those measures would be prejudiced by publication at this time [Official Information Act 1982 s9(2)(c)]	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(i)) of the Official Information Act 1982 [NZPH&D Act 2000]
5. CEO's Report	Commercial Activities Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or	That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for

	<p>disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p> <p>Prejudice to Health or Safety</p> <p>Information about measures protecting the health and safety of members of the public is enclosed in this report and those measures would be prejudiced by publication at this time [Official Information Act 1982 s9(2)(c)]</p>	<p>withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(ii)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>
<p>6.1</p> <p>Public Access to Board Meetings During COVID-19</p>	<p>Commercial Activities</p> <p>Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p>	<p>That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(ii)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>
<p>6.2</p> <p>Regional Rehabilitation Equipment Rental Services with Invacare</p>	<p>Commercial Activities</p> <p>Information contained in this report is related to commercial activities and Auckland DHB would be prejudiced or disadvantaged if that information was made public [Official Information Act 1982 s9(2)(i)]</p> <p>Negotiations</p> <p>Information relating to commercial and/or industrial negotiations in progress is incorporated in this report and would prejudice or disadvantage if made public at this time.</p> <p>Information Act 1982 s9(2)(c)]</p>	<p>That the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information which good reason for withholding would exist under any of sections 6, 7, or 9 (except section 9(2)(g)(ii)) of the Official Information Act 1982 [NZPH&D Act 2000]</p>