

Canterbury

District Health Board

Te Poari Hauora o Waitaha

CORPORATE OFFICE

Level 1
32 Oxford Terrace
Christchurch Central
CHRISTCHURCH 8011

Telephone: 0064 3 364 4160

Fax: 0064 3 364 4165

Ralph.LaSalle@cdhb.health.nz

8 September 2020

9(2)(a)

RE Official information request CDHB 10387

I refer to your email dated 13 August 2020 requesting the following information under the Official Information Act from Canterbury DHB. Specifically:

- **The Minutes from the emergency Board meeting held on 4th August 2020.**

Please refer to **Appendix 1** (attached) for the Agenda and Minutes from the Canterbury DHB Emergency Board meeting held on 4 August 2020.

I trust this satisfies your interest in this matter.

Please note that this response, or an edited version of this response, may be published on the Canterbury DHB website after your receipt of this response.

Yours sincerely



Ralph La Salle
Acting Executive Director
Planning, Funding & Decision Support

AGENDA – PUBLIC
**CANTERBURY DISTRICT HEALTH BOARD
 EMERGENCY MEETING**

**to be held in the Board Room, Level 1, 32 Oxford Terrace, Christchurch
 Tuesday, 4 August 2020 commencing at 12.30pm**

	Apologies		12.30pm
1.	Conflict of Interest Register		
2.	Resolution to Exclude the Public		
ESTIMATED FINISH TIME – PUBLIC MEETING			12.35pm

NEXT MEETING
Thursday, 20 August 2020 at 9.30am

ATTENDANCE

CANTERBURY DISTRICT HEALTH BOARD MEMBERS

Sir John Hansen (Chair)
Gabrielle Huria (Deputy Chair)
Barry Bragg
Catherine Chu
Andrew Dickerson
James Gough
Jo Kane
Aaron Keown
Naomi Marshall
Ingrid Taylor

Executive Support

David Meates – *Chief Executive*
Evon Currie – *General Manager, Community & Public Health*
Michael Frampton – *Chief People Officer*
Mary Gordon – *Executive Director of Nursing*
Carolyn Gullery – *Executive Director Planning, Funding & Decision Support*
Jacqui Lunday-Johnstone – *Executive Director of Allied Health, Scientific & Technical*
Hector Matthews – *Executive Director Maori & Pacific Health*
Sue Nightingale – *Chief Medical Officer*
Karalyn Van Deursen – *Executive Director of Communications*
Stella Ward – *Chief Digital Officer*
Justine White – *Executive Director Finance & Corporate Services*
Anna Crow – *Board Secretariat*
Kay Jenkins – *Executive Assistant, Governance Support*

BOARD ATTENDANCE SCHEDULE – 2020

NAME	25/02/20	19/03/20	16/04/20	01/05/20 SM	21/05/20	18/06/20	16/07/20	20/08/20	17/09/20	15/10/20	19/11/20	17/12/20
Sir John Hansen (Chair)	√	√	√	√	√	√	√					
Gabrielle Huria (Deputy Chair)	√	√	√	√	√	√	^					
Barry Bragg	^	√	√	√	√	√	√					
Sally Buck	#	^	~	~	~	~	** 08/07/2020					
Catherine Chu	^	√	√	√	√	√	^					
Andrew Dickerson	√	√	√	√	√	√	√					
James Gough	√	√	√	√	√	√	√					
Jo Kane	√	√	√	√	√	√	√					
Aaron Keown	√	√	√	√	√	√	√					
Naomi Marshall	√	√	√	√	√	√	√					
Ingrid Taylor	√	√	√	√	√	√	√					

- √ Attended
x Absent
Absent with apology
^ Attended part of meeting
~ Leave of absence
* Appointed effective
** No longer on the Board effective

**CONFLICTS OF INTEREST REGISTER
CANTERBURY DISTRICT HEALTH BOARD
(CDHB)**

Canterbury

District Health Board
Te Poari Hauora o Waitaha

(As disclosed on appointment to the Board/Committee and updated from time-to-time, as necessary)

<p>Sir John Hansen Chair CDHB</p>	<p>Bone Marrow Cancer Trust – Trustee</p> <p>Canterbury Clinical Network Alliance Leadership Team - Chair</p> <p>Canterbury Clinical Network Oxford and Surrounding Area Health Services Development Group - Member</p> <p>Canterbury Cricket Trust - Member</p> <p>Christchurch Casino Charitable Trust - Trustee</p> <p>Court of Appeal, Solomon Islands, Samoa and Vanuatu</p> <p>Dot Kiwi – Director and Shareholder</p> <p>Judicial Control Authority (JCA) for Racing – Appeals Tribunal Member The JCA is an independent statutory authority constituted under the Racing Act. The JCA ensures that judicial and appeal proceedings in thoroughbred and harness racing are heard and decided fairly, professionally, efficiently and in a consistent and cost effective manner.</p> <p>Ministry Primary Industries, Costs Review Independent Panel</p> <p>Rulings Panel Gas Industry Co Ltd</p> <p>Sir John and Ann Hansen’s Family Trust – Ingrid Taylor sits as independent Trustee; and provides legal services to the Trust and to Sir John and Ann Hansen.</p>
<p>Gabrielle Huria Deputy Chair CDHB</p>	<p>Nitrates in Drinking Water Working Group – Member A discussion forum on nitrate contamination of drinking water.</p> <p>Pegasus Health Limited – Sister is a Director Primary Health Organisation (PHO).</p> <p>Rawa Hohepa Limited – Director Family property company.</p> <p>Sumner Health Centre – Daughter is a General Practitioner (GP) Doctor’s clinic.</p> <p>Te Runanga o Ngai Tahu – General Manager Tribal Entity.</p> <p>The Royal New Zealand College of GPs – Sister is an “appointed independent Director” College of GPs.</p>

<p>Barry Bragg</p>	<p>Air Rescue Services Limited - Director Subsidiary of the Canterbury West Coast Air Rescue Trust. Has gaming licenses with specified purpose of fundraising for air rescue services.</p> <p>Canterbury West Coast Air Rescue Trust – Trustee The Trust has a services agreement with Garden City Helicopters for the provision of air rescue and air ambulance services. Garden City Helicopters has a long-term air ambulance contract with the CDHB.</p> <p>Farrell Construction Limited - Shareholder Farrell’s Construction Limited is a commercial and light commercial construction company based in Christchurch.</p> <p>New Zealand Flying Doctor Service Trust – Trustee The Trust has a services agreement with Garden City Helicopters for the provision of air ambulance services. Garden City Helicopters has a long-term air ambulance contract with the CDHB.</p> <p>Ngai Tahu Farming – Chairman Farming interests in North Canterbury and Queenstown Lakes District and Forestry interests in Canterbury, West Coast and Otago regions.</p> <p>Paenga Kupenga Limited – Chair Commercial arm of Ngai Tuahuriri Runanga</p> <p>Quarry Capital Limited – Director Property syndication company based in Christchurch</p> <p>Stevenson Group Limited – Deputy Chairman Property interests in Auckland and mining interests on the West Coast.</p> <p>Verum Group Limited – Director Verum Group Limited provides air quality testing and asbestos sampling and analysis services; methamphetamine contamination testing; dust; gas and noise workplace monitoring services in New Zealand. There is the potential for future work with the CDHB.</p>
<p>Catherine Chu</p>	<p>Christchurch City Council – Councillor Local Territorial Authority</p> <p>Riccarton Rotary Club – Member</p> <p>The Canterbury Club – Member</p>
<p>Andrew Dickerson</p>	<p>Canterbury Health Care of the Elderly Education Trust - Chair Promotes and supports teaching and research in the care of older people. Recipients of financial assistance for research, education or training could include employees of the CDHB.</p> <p>Canterbury Medical Research Foundation - Member Provides financial assistance for medical research in Canterbury. Recipients of financial assistance for research, education or training could include employees of the CDHB.</p> <p>Heritage NZ - Member</p>

	<p>Heritage NZ's mission is to promote the identification, protection, preservation and conservation of the historical and cultural heritage of New Zealand. It identifies, records and acts in respect of significant ancestral sites and buildings. CDHB owns buildings that may be considered to have historical significance and Heritage NZ has already been involved with CDHB buildings.</p> <p>Maia Health Foundation - Trustee Is a charitable trust established to support health care in the CDHB area. Current projects include fundraising for a rooftop helipad and enhancements to the children's wards at Christchurch Hospital.</p> <p>NZ Association of Gerontology - Member Professional association that promotes the interests of older people and an understanding of ageing.</p>
<p>James Gough</p>	<p>Amyes Road Limited – Shareholder Formally Gough Group/Gough Holdings Limited. Currently liquidating.</p> <p>Christchurch City Council – Councillor Local Territorial Authority. Includes appointment to Fendalton/Waimairi/Harewood Community Board</p> <p>Christchurch City Holdings Limited (CCHL) – Director Holds and manages the Council's commercial interest in subsidiary companies.</p> <p>Civic Building Limited – Chairman Council Property Interests, JV with Ngai Tahu Property Limited.</p> <p>Countrywide Residential (2018) Limited – Director/Shareholder Residential Property Development</p> <p>Gough Corporation Holdings Limited – Director/Shareholder Holdings company.</p> <p>Gough Property Corporation Limited – Director/Shareholder Manages property interests.</p> <p>The Antony Gough Trust – Trustee Trust for Antony Thomas Gough</p> <p>The McLean Institute Trust – Trustee Trust for the McLean Institute</p> <p>The Russley Village Limited – Shareholder Retirement Village. Via the Antony Gough Trust</p> <p>The Terrace Car Park Limited – (Alternate) Director Property company – manages The Terrace car park (under construction)</p> <p>The Terrace On Avon Limited – (Alternate) Director Property company – manages The Terrace.</p>
<p>Jo Kane</p>	<p>Christchurch Resettlement Services - Member Christchurch Resettlement Services provides a range of services to people from refugee and migrant backgrounds. It works alongside refugee communities in delivering services that aim to achieve positive resettlement outcomes.</p>

	<p>HurriKane Consulting – Project Management Partner/Consultant A private consultancy in management, communication and project management. Any conflicts of interest that arise will be disclosed/advised.</p> <p>Latimer Community Housing Trust – Project Manager Delivers social housing in Christchurch for the vulnerable and elderly in the community.</p> <p>NZ Royal Humane Society – Director Provides an awards system for acts of bravery in New Zealand. It is not anticipated any conflicts of interest will arise.</p>
Aaron Keown	<p>Christchurch City Council – Councillor and Community Board Member Elected member and of the Fendalton/Waimairi/Harewood Community Board.</p> <p>Christchurch City Council – Chair of Disability Issues Group</p> <p>Grouse Entertainment Limited – Director/Shareholder</p>
Naomi Marshall	<p>Riccarton Clinic & After Hours – Employee Employed as a Nurse. Riccarton Clinic & After Hours provides general practice and after-hours care. It is part privately and PHO funded. The PHO receives funding from the CDHB.</p>
Ingrid Taylor	<p>Loyal Canterbury Lodge (LCL) – Manchester Unity – Trustee LCL is a friendly society, administering funds for the benefit of members and often makes charitable donations. One of the recipients of such a donation may have an association with the CDHB.</p> <p>Manchester Unity Welfare Homes Trust Board (MUWHTB) – Trustee MUWHTB is a charitable Trust providing financial assistance to organisations in Canterbury associated with the care and assistance of older persons. Recipients of financial assistance may have an association with the CDHB.</p> <p>Sir John and Ann Hansen’s Family Trust – Independent Trustee.</p> <p>Taylor Shaw – Partner Taylor Shaw has clients that are employed by the CDHB or may have contracts for services with the CDHB that may mean a conflict or potential conflict may arise from time to time. Such conflicts of interest will need to be addressed at the appropriate time.</p> <ul style="list-style-type: none"> I / Taylor Shaw have acted as solicitor for Bill Tate and family. <p>The Youth Hub – Trustee The Youth Hub is a charitable Trust established to provide residential and social services for the Youth of Canterbury, including services for mental health and medical care that may include involvement with the CDHB.</p>

RESOLUTION TO EXCLUDE THE PUBLIC



TO: Chair and Members, Canterbury District Health Board

PREPARED BY: Anna Crow, Board Secretariat

APPROVE BY: Justine White, Executive Director, Finance & Corporate Services

DATE: 4 August 2020

Report Status – For: Decision Noting Information

1. ORIGIN OF THE REPORT

The following agenda items for the meeting are to be held with the public excluded. This section contains items for discussion that require the public to be excluded for the reasons set out below. The New Zealand Public Health and Disability Act 2000 (the *Act*), Schedule 3, Clauses 32 and 33, and the Canterbury DHB Standing Orders (which replicate the Act) set out the requirements for excluding the public.

2. RECOMMENDATIONS

That the Board:

- i resolves that the public be excluded from the following part of the proceedings of this meeting, namely item 1;
- ii notes that the general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds under Schedule 3, Clause 32 of the Act in respect to these items are as follows:

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	GROUND(S) FOR THE PASSING OF THIS RESOLUTION	REFERENCE – OFFICIAL INFORMATION ACT 1982 (Section 9)
1.	Staffing Numbers	Protect the privacy of natural persons. To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	S9(2)(a) s9(2)(j)

- iii notes that this resolution is made in reliance on the Act, Schedule 3, Clause 32 and that the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information for 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.

3. SUMMARY

The Act, Schedule 3, Clause 32 provides:

“A Board may by resolution exclude the public from the whole or any part of any meeting of the Board on the grounds that:

- (a) *the public conduct of the whole or the relevant part of the meeting would be likely to result in the disclosure of information for 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.*

In addition Clauses (b) (c) (d) and (e) of Clause 32 provide further grounds on which a Board may exclude members of the public from a meeting, which are not considered relevant in this instance.

Clause 33 of the Act also further provides:

- (1) *Every resolution to exclude the public from any meeting of a Board must state:*
 - (a) *the general subject of each matter to be considered while the public is excluded; and*
 - (b) *the reason for the passing of that resolution in relation to that matter, including, where that resolution is passed in reliance on Clause 32(a) the particular interest or interests protected by section 6 or 7 or section 9 of the Official Information Act 1982 which would be prejudiced by the holding of the whole or the relevant part of the meeting in public; and*
 - (c) *the grounds on which that resolution is based (being one or more of the grounds stated in Clause 32)*
- (2) *Every resolution to exclude the public must be put at a time when the meeting is open to the public, and the text of that resolution must be available to any member of the public who is present and form part of the minutes of the Board.*

RELEASED UNDER THE OFFICIAL INFORMATION ACT

**MINUTES OF THE CANTERBURY DISTRICT HEALTH BOARD EMERGENCY MEETING
held in the Board Room, Level 1, 32 Oxford Terrace, Christchurch
on Tuesday, 4 August 2020 commencing at 12.40pm**

BOARD MEMBERS

Sir John Hansen (Chair); Barry Bragg; Catherine Chu; Andrew Dickerson; James Gough; Gabrielle Huria; Jo Kane; Aaron Keown; Naomi Marshall; and Ingrid Taylor.

EXECUTIVE SUPPORT

Kay Jenkins (Executive Assistant, Governance Support).

APOLOGIES

There were no apologies.

1. INTEREST REGISTER**Additions/Alterations to the Interest Register**

There were no additions or alterations to the Interest Register.

Declarations of Interest for Items on Today's Agenda

There were no declarations of interest for items on today's agenda.

Perceived Conflicts of Interest

There were no perceived conflicts of interest.

2. RESOLUTION TO EXCLUDE THE PUBLIC**Resolution (28/20)**

(Moved Sir John Hansen/seconded Ingrid Taylor - carried)

“That the Board:

- i resolves that the public be excluded from the following part of the proceedings of this meeting, namely item 1;
- ii notes that the general subject of each matter to be considered while the public is excluded and the reason for passing this resolution in relation to each matter and the specific grounds under Schedule 3, Clause 32 of the Act in respect to these items are as follows:

	GENERAL SUBJECT OF EACH MATTER TO BE CONSIDERED	GROUND(S) FOR THE PASSING OF THIS RESOLUTION	REFERENCE – OFFICIAL INFORMATION ACT 1982 (Section 9)
1.	Staffing Numbers (as amended at 20 August 2020 meeting – confirmation of minutes)	Protect the privacy of natural persons. To carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	S9(2)(a) s9(2)(j)

- iii notes that this resolution is made in reliance on the Act, Schedule 3, Clause 32 and that the public conduct of the whole or the relevant part of the meeting would be likely to result in the

disclosure of information for 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.”

There being no further business the public meeting closed at 12.45pm.

Sir John Hansen, Chair

Date of approval

RELEASED UNDER THE OFFICIAL INFORMATION ACT

**CANTERBURY DISTRICT HEALTH BOARD
EMERGENCY MEETING - PUBLIC EXCLUDED**
to be held in the Board Room, Level 1, 32 Oxford Terrace, Christchurch
Tuesday, 4 August 2020

1.	Staffing Numbers		12.35pm
ESTIMATED MEETING FINISH TIME			TBA

NEXT MEETING
Thursday, 20 August 2020 at 9.30am

RELEASED UNDER THE OFFICIAL INFORMATION ACT

STAFFING NUMBERS

NOTES ONLY PAGE

RELEASED UNDER THE OFFICIAL INFORMATION ACT

**MINUTES – PUBLIC EXCLUDED EMERGENCY MEETING
CANTERBURY DISTRICT HEALTH BOARD
held on Tuesday 4 August 2020**

BOARD MEMBERS

Sir John Hansen (Chair); Barry Bragg; Catherine Chu; Andrew Dickerson; James Gough; Gabrielle Huria; Jo Kane; Aaron Keown; Naomi Marshall; and Ingrid Taylor.

EXECUTIVE SUPPORT

There was no executive support as this was a “Board Only” meeting.

1. STAFFING NUMBERS

Discussion took place regarding staffing numbers and also the resignation of the Chief Executive and members of the Executive team.

Resolution (PE52/20)

“That the Board:

(Moved: Sir John Hansen/Seconded: Barry Bragg - carried)

(Jo Kane and Andrew Dickerson voted against)

- i. agrees, through the Chair, to accept the Chief Executive’s resignation;

(Moved: Sir John Hansen/Seconded: Gabrielle Huria - carried)

(Jo Kane and Andrew Dickerson voted against)

- ii. agrees that the Remuneration & Appointments Committee source a number of recruitment firms and request proposals from them to recruit for a new Chief Executive with the proviso that there was to be a discussion with the Chief Executive; and
- iii. agrees that the Chair initiates a discussion with Ashley Bloomfield regarding the possibility of an interim or acting role and bring back to the Board for discussion.”

The meeting concluded at 2.15pm

Sir John Hansen, Chair

Date of approval