

**MidCentral Governance Group**

**Minutes of the meeting held on Thursday 25 March 2021**

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| **Attendees:** | Peter Allen (Chair), Martin Sullivan, Maxine Dale, Rachel Kenny, Pip Brunn, Angela Hobden, Peter Ireland, Rasela Fuauli, Vinnie Vaccarino, Lorna Sullivan, and Aroha Lowe |
| **Apologies****Absent:**  | Joseph Tyers Robyn Richardson |
| **In attendance:** | Sandy Ryan, (meeting assistant), Zandra Vaccarino (meeting assistant), Jo Brew (secretariat). |
| **Venue:**  | The Lounge, PSA Building, 198 Cuba Street, Palmerston North |
| **Time:**  | 11.00 – 3.00pm |

# **Karakia**

Peter opened the meeting with a karakia. Aroha Lowe was welcomed into the group as family whanau representative, this was followed by a karakia.

**Minutes of the previous meeting**

The following matters were clarified:

* Correction - The author of ‘Reinventing your Board’ was written by John Carver, not John Palmer. (General Business)
* Martin asked for clarification about the 3 spare sets of Mana Whaikaha Ltd shares as mentioned in the Transition Planning Project section:
* 1 – Peter Ireland’s allocation
* 1 – Rachel Kenny’s allocation
* 1 – Heather Browning’s allocation
* Relating to Transition Planning Project matters, Rachel Kenny asked who the steering group members were and how they were appointed. Peter Allen informed they were elected by role and position; Heather Browning (Transition Project Lead), Julie Hook - MoH (Chair of steering group) Peter Allen -Chair of MGG, Lorna Sullivan (Co-chair of MGG), Rachael Burt (Director, Mana Whaikaha and Zandra Vaccarino (selected by family core group), a mana whenua member is yet to be appointed.

With the above alteration, the minutes were taken as a true and correct record.

 **Peter Allen/MidCentral Governance Group**

**Action Points**

**Action Points from previous meeting**

* Angela to write to the Minister re financial statements – **carried over to next meeting.**
* Jo to invite Pauline Boyles to the March meeting – **deferred to April meeting.**
* Jo to invite Pikihuia Hillman and Materoa Mar to March meeting for update on Mana Whenua Engagement Project – **completed.**
* Peter Allen – discuss shareholders with leadership group – **in progress** – to do face to face at the next MLG meeting.

**Action points carried over from 2020**

* 25.9.20 – Peter Allen to write to the Minister seeking change to composition of MGG – **Peter to follow up**.
* 22.10.20 – Invite Tania Anderson to next meeting – **deferred until May or June.**
* 22.10.20 – MGG to develop Mana Whaikaha monitoring report/reporting template - **in progress – MGG attending a Governance training workshop on 16 April and will develop framework at that**
* **19.11.20 and 17.12.20 –** Peter Allen to write to James Poskitt to request extra funding for 2 extra MGG members (pasifika and mana whenua) – Peter will discuss funding with Director and Accountant. **In progress.**

**Correspondence**

* **Outwards**
* Email 9/3/21 from Peter Allen to Family Leadership Group confirming Aroha Lowe’s invitation to MGG at participating guest until ministerial appointment letter received.
* **Inwards**
* Email 9/3/21 from Aroha Lowe to Peter Allen (Chair MGG) accepting the invitation to attend MGG meetings as a participating guest representing the Family Leadership Group.

**Information – Governance (Lorna Sullivan)**

Lorna gave a presentation on ‘Governance’ – so the Governance Group are well prepared for the Governance training workshop on Friday 16 April. Points covered included:

* organisational entity,
* what type of Governance do we want?
* Board primary responsibilities
* understanding what is critical for success
* Board priorities
* key issues for consideration
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* key tasks
* supporting document
* learning and development framework.

**Discussion: Julie Hook (System Transformation Lead – Ministry of Health)**

Julie’s update included:

* the recent pre-announcement signalling what’s coming regarding the Health & Disability System review outcomes and scope re the separation and changes.
* Ministry of Social Development (MSD) and MoH are working together with community re options for a scope/place/entity with a wider view for disability across key outcomes (e.g. housing, education).
* Machinery of government group continues their work on disability and will also take a wider focus.
* Budget bids are in for 2021/22 and near end April/early May should have an indication for anticipated development including moving the 3 EGL sites out of pilot, taking a national approach around capacity for disabled people and whanau, disabled people leadership – understanding and growing networks beyond 3 sites, provider capability and designing local EGL entities.
* Working on phase 1 in readiness of national rollout, i.e. working with groups, commitment of partnership, partnership in implementation, framework, and principles.
* The possibility of a procurement stage for new entities was discussed at the meeting. Should this direction be confirmed, there are many areas to work through before this stage would be reached.
* There is a recognition of clear and consistent messaging required for the future direction, development and embedding of Enabling Good Lives.

**General**

* Rachel asked if we should be getting feedback from the National Enabling Good Lives (NEGL) meeting. Peter clarified that Julie Hook also holds the role as Secretary for that group and part of her report included NEGL matters.
* Peter suggested we discuss our role, as moral owners of Mana Whaikaha Ltd, and the discussions that should be had at leadership level in building towards that.

**Questions to pose to leadership for discussion:**

1. What type of entity and who are the moral owners?
2. Discussion around the work of Mana Whaikaha being contestable (e.g. an RFP) and the need that we be ready for that in terms of:
* developing boundaries, i.e. providers cannot be connectors
* organisations who may submit an RFP.
1. Focus on not becoming distracted and derailed.

**Information: Mana Whenua Engagement (Pikihuia Hillman, Project Manager and Nikki Walden, Project Developer – Te Tihi)**

Pikihuia gave a brief overview to date on the Mana Whenua Engagement Project and presented the final version of the of the discovery findings document ‘Me he pitau whakarei’ (‘Forging the path’) with the findings of their workshops. The findings highlighted areas where lack of understanding or clarity led to gaps in the disability support services between Maori and non-Maori. This document will inform the solutions document which has yet to be completed; the implementation plan will fall out of that. The final version of the solutions document is expected to be completed next Monday.

Piki and Nikki asked to be invited to the April MGG meeting to present a further update.

*Action: Jo - invite Pikihua and Nikki to the April MGG meeting.*

**Information: Director Report (Rachael Burt - Mana Whaikaha)**

Rachael tabled a written report to the Governance Group. Points of discussion included:

* Currently there are 2447 people engaged with Mana Whaikaha; 147 await connector engagement, 220 have previously engaged and received or continue to receive supports.
* Average number of those engaging for the first time over the past 3 months is 25 per month.
* The team is receiving ongoing development and enhancement of their practice and skills through a practice support training programme delivered by the Practice Manager and support from senior connectors to identify professional development and individual practice coaching needs and process gaps.
* Networking, strengthening relationships, sharing, and modelling EGL vision and principles in action with providers, agencies and other groups who work with disabled people and their families.
* The Community Team continues their development of an accessible community services master database.
* Staff matters. i.e. performance development plans are in progress, performance improvement plans will follow, risks of under resourcing highlighted from staff absence due to injury and a resourcing wish list for post June 2021.
* Financial reporting in relation to understanding the effects of people moving into the MidCentral District Health Board region has on the budget overspend.

**General**

* **Website**

Jo tabled a written update from Leigh Rowe about the website review project. The project is in the (re) design stage with expected delivery date to Governance Group on Thursday 22 April. After this date the second phase, focusing on community, will begin.

* **Resourcing**

The group briefly discussed the sustainability of current resourcing meeting the needs of a regularly increasing number of people wishing to engage with Mana Whaikaha.

**The meeting closed at 3.20pm**

# **Practical matters**

# **Date of next meeting:** Thursday 22 April 2021 11.00 am in EASIE Living Conference Room, 585 Main Street, Palmerston North.

**I confirmed** that these minutes constitute a true and correct record of the proceedings of the meeting

DATED this 22nd day of April 2021

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**Peter Allen**

**Chair, MidCentral Governance Group**