

**MidCentral Governance Group**

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

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| **Attendees:** | Peter Allen (Chair), Lorna Sullivan (Co-Chair), Martin Sullivan, Rachel Kenny, Pip Brunn, Angela Hobden, Peter Ireland, Rasela Fuauli, Rachael Burtt, Aroha Lowe and Toni Griffiths. |
| **Apologies:**  | Oriana Paewai |
| **In attendance:** | Sandy Ryan, Jo Brew |
| **Venue:**  | Function Room, Focal Point, 223 Cuba Street, Palmerston North |
| **Time:**  | 10.30 – 2.30pm |

**Karakia**

The Chair opened the meeting with karakia and a brief round of ‘what’s on top’ for members followed. Matters of note were:

* Impacts of the vaccination mandate and Covid traffic light framework affecting providers, staff/employees, colleagues, disabled people, people and businesses.
* Concerns about disabled people getting their voices heard within the new ministry.
* Questions about capacity and capability building of disabled people without the required skillset for leadership roles within the new Ministry.
* Establishment Unit role recruitment.

**Previous Minutes/Notes**

The minutes and notes of the meeting held on 28 October 2021 were taken as read and are a true and correct record

**Martin Sullivan/Angela Hobden**

**Board Matters**

**Strategic Planning**

A strategic planning workshop to develop an annual plan and budget will be arranged for late January 2022.

**Policies for Review - October**

***Action: Director to submit report on Executive Policy for monthly review prior to monthly meetings.***

**Executive Limitations**

* **Emergency Director Succession Policy Review and Report**
* Wording - replace “managers” with “people”.
* As there is no succession plan at present, Director and Chair to work together to develop one with inclusion for disabled person to step in.

**All agreed to the change**

**Governance Policies**

***Action: Wording – replace ‘Board” with “Trustees”***

* **Global Governance Commitment**

Outcome of discussion:

* Co-Chair to check Ends Policy for accuracy of who moral owners are.
* Discuss how group can inform people more effectively and also gather information to understand trends in readiness for next review.
* **Governing Style**
* Proposal - change number 4 to “allow no individual to hinder or be an excuse for not fulling our commitments” to

“allow no individual to hinder our collective processes or be an excuse for not fulfilling its commitments”

**All agreed to the change**

**Policies for Review – November**

**Executive Limitations**

* **Global Executive Constraint Policy**

Deferred review until December meeting.

**Governance Policies**

* **Board Job Description**
* Point 5 – change reference from Ministry of Health to Ministry of Social Development and Ministry for Disabled People.
* Point 6 – change sentence from “Provide reports to the MOH on the work and of Mana Whaikaha.” to

“provide an annual report to the Ministry of Disabled People”.

**All agreed to change**

* **Board Members Code of Conduct**
* Members to read this and bring any issues to December meeting.

**Annual Calendar – Other Items**

To be discussed at strategic planning workshop in January 2022.

**Information: System Transformation Update** (Erin Black)

Erin’s update included the following discussion points:

* The challenges of change over the past month.
* The Leadership Insights Project led by Gail Munroe is on track and due to be completed by Christmas.
* The redevelopment of the EGL website remains in progress.
* Workforce strategy development continues.
* NZQA qualification review, Kaitūhono development and operational model work continues with timeframe of partnership and engagement expected to be published prior to Christmas.

The group expressed their concerns around ensuring the process of co-design and how disabled people are engaged in ministerial appointments. They were informed of the key deliveries the System Transformation team are developing in terms of recommendations to the Establishment Unit around the stand-up of the Ministry for Disabled People.

**Info: Director Report** (Rachael Burt)

Rachael tabled her report; discussion points included:

* Final approved of the business case for 9 new positions was received from Ministry of Social Development (MSD).
* Mandatory vaccination legislation has caused disruptions – disabled people are concerned about how this affects them, their responsibilities, and the consequences for their support people if they chose to be unvaccinated.
* Changes in engagement and collaboration in System Transformation team due to recent staffing changes.
* Complaints Register – does not exist as there have been no significant complaints. Complaints are screened according to crisis.
* Approvals for people receiving personal budgets but living outside MDHB regional were signed off collaboratively by the Director and MoH. There were 3 people currently receiving personal budgets living temporarily outside of the region.
* Sensitive Expenditure – some requests are processed as sensitive expenditure to protect the prototype and disabled person from external judgement if purchase could be seen as a non-disability related cost. Delegation sits with Governance Group representative/s.

**General Business**

Dates for 2022 meetings were circulated, venues for some meetings still to be confirmed.

**The meeting closed at 2.10pm**

**Practical matters**

**Date of next meeting:** Thursday 16 December 2021 at 10.30am in the Functions Room at Focal Point, 223 Cuba Street, Palmerston North.

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

DATED this 16th day of December 2021

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**Peter Allen**

**Chair, MidCentral Governance Group**