**Minutes** 

**Standards Review Governance Group Meeting**

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| **Date:** | 11 March 2020 |
| **Time:** | 11.00am-12.00pm |
| **Location:** | GN.8 Ministry of Health, 133 Molesworth Street, Wellington |
| **Chair:** | Emma Prestidge, Group Manager, Quality Assurance and Safety |
| **Attendees:** | Disabled person representative, Enabling Good Lives approach Māori Consumer representative Deputy Director-General, Māori Health, Ministry of Health Deputy Director-General, Disability, Ministry of Health Group Manager, Family and Community Health Policy Section, Ministry of Health Senior Advisor, DHB Performance, Support and Infrastructure, Ministry of Health Group Manager, Mental Health and Addiction, Ministry of Health Te Apārangi: Māori Alliance Standards Review Standards New Zealand, Ministry of Business Innovation & Employment  Principal Advisor, HealthCERT, Ministry of Health Specialist Advisor, Māori, HealthCERT, Ministry of Health (contractor) Project Manager, HealthCERT, Ministry of Health (minutes) |
| **Apologies:** | Chief Advisor, Pharmacy, Ministry of Health and Deputy Director-General, Health System Improvement and Innovation, Ministry of Health |

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| **Item** | **Notes** |
|  | The Chair opened the meeting at 11.00am. |
| 1 | **Welcome**  The Chair welcomed the Governance Group (the Group) to their fifth meeting and welcomed disabled person representative from the Enabling Good Lives process to their first meeting. |
| 2 | **Actions of the previous meeting update**  The actions list was reviewed and updated. |
| 3 | **Te Apārangi update**  Te Apārangi reported progress to-date with applying a Te Tiriti lens to the review. Two workstreams are now completed: Assessing *Standard 1.4 Recognition of Māori Values and beliefs* and prioritising Māori participation in working groups.  Two workstreams remain in progress: Ensuring partnership decision making in the Standards New Zealand (SNZ) process and refining Te Tiriti o Waitangi approach. Te Apārangi noted that the refining Te Tiriti o Waitangi approach is something that should remain ‘in progress’ until the end of the Standards Review, as is it will need to be assessed at every phase as the review progresses.  It was acknowledged that the Ministry of Health signed off its revised Treaty of Waitangi position statements at the end of last year. This position statement and the Ministry-wide action plan requires every Deputy-Director General to consider how their directorate contributes putting these plans into action.  The Group thanked Te Apārangi for their high-quality work. The Group affirmed their strong support that Te Tiriti o Waitangi approach continue through the SNZ process, and the aim of having the Ministry of Business Innovation & Employment’s (MBIE) Standards Development Committee have 50% of the membership represented by Māori and iwi representatives. |
| 4 | **Project Update**  Stage 2: Sector Solutions is now complete. Six working groups were established to develop service-specific guidance on how the amended standards might be applied in different care settings.   1. Fertility services 2. Residential disability services 3. Home and community services 4. Aged care services 5. Residential addictions and mental health services 6. Primary maternity centres, hospices and overnight hospital inpatient (public and private).   An additional meeting was held with consumer and lived experience advisors to develop “people statements”. The intention for these statements is to outline what people using/receiving services can expect in the care they receive.  Phase 3: Working groups is now complete. Over the three month period, the Ministry ran 28 all-day working groups where 119 different organisations were represented and 145 people involved. Of those 145 people, nearly 25% were Māori, nearly 25% were people using services, and just under 10% were disabled people.  Of the health and disability service providers who attended, nearly 40% were Māori providers who provided kaupāpā Māori services. The Ministry’s success with prioritising Māori participation was the result of working with the Māori Health Directorate to identify the Māori health and disability service provides, taking the time to individually engage and foster relationships, and work with the providers to find a meeting ground in terms of financial support.  An evaluation of Phase 3: Working Groups was provided to participants. Responses were positive, with 88% confirming the workshop achieved its intention to update the standards with a diverse range of people. 94% confirmed that, overall, their views and voice were respected and heard, and 100% confirmed that in addition to providing feedback to the Ministry, they got value out of attending the workshop. Respondents confirmed the Ministry achieved the aims defined by the Standards Review underpinning Principles. One respondent commented: “[the working groups were] very well facilitated with an excellent balance of professionalism and friendly banter”.  The risk register was reviewed. The changes made by the project team were noted and approved by the Group. |
| 5 | **Draft Amended Standards Update**  The Group noted the completion of the consultation and review period led by the Ministry and the resulting document: *The Draft Amended Health and Disability Services Standards* (“the Document”).The Group noted the Document had also been provided to the Operative Alliance on 3 March 2020.  The Group praised both the Document’s structure and the robustness of the consultation, evident throughout the document. Following discussion, the Group noted that while the values of the Enabling Good Lives (EGL) approach were implicit throughout the Document, the Group agreed work would be done to explicitly articulate these values at the front of the Document. This addition will also incorporate the United Nations Convention on the Rights of Persons with Disabilities (UN CRPD).  Following the completion of this additional work, the Group agreed that the Document be approved and progressed to MBIE’s Standard Development Committee. |
| 6 | **Terms of Reference - Review**  The amended Terms of Reference were reviewed and, with minor amendments to role titles, accepted by the Group. |
|  | **Closing comments**  The Chair thanked the Group for their time. The meeting closed at 11:45am. |

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| **Item** | **Action** | **Lead** | **Due Date** |
| 5 | Disabled person representative, Deputy-Director General Disability, and Principal Advisor HealthCERT to draft additional text regarding EGL approach and UN CRDP. | Principal Advisor | March 2020 |
| 6 | Include update on Safe Staffing in Aged Care – the Staffing Standard on next meeting. | Project Manager | Nov 2020 |