

Board meeting summary



Summary of Board meeting no. 2

24 February 2021

Agenda items approved

The Board agreed to a request via the Ministry of Business, Innovation and Employment to set and report against a target that at least five percent of the total number of annual procurement contracts are awarded to Māori businesses.

The Establishment Project team presented on work in progress. An Establishment Project has been running since 2020, reporting to a Steering Group at the Ministry of Health. The governance of the project now transfers to the Commission's Board. The Board agreed the key project assumptions:

- the proposed operating model developed by the Initial Commission, which has been used in all planning
- the Commission will be independently operating by 1 July 2021
- the current appropriation from the Crown has been used in all planning and the Commission will operate within it
- the permanent Chief Executive will be in place by 30 June 2021.

Agenda items noted and discussed

The Board considered a draft Statement of Intent 2020 – 2024 and draft Statement of Performance Expectations 2020 / 21. The documents reflected input from the Initial Mental Health and Wellbeing Commission (the Initial Commission) and align with the legislative requirements of the Commission.

Three strategic priorities, and related work described in the draft documents, are grouped around Establishment and Leadership, Monitoring and Reporting, and Engagement and Advocacy. The documents were approved for consultation with monitoring agencies, and the Board noted:

- the Board will be asked to reconsider and approve documents on 31 March 2021, after consultation, and review by the Specialist Advisor Māori

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- consultation with monitoring agencies is to draw on their expertise to improve the documents and to prepare for formal processes under the Crown Entities Act for the Minister to have the opportunity to have input into the documents
- some material is preliminary, with the expectation that the Commission will develop material over the year ahead – e.g. vision, mission, and values.

General operational updates were noted:

- policies and procedures are being drafted and most should be completed by 30 June 2021.
- recruitment is a priority, alongside health and safety requirements.
- training appropriate for all staff is being considered. Early priorities are health and safety, te reo Māori and tikanga Māori, and an all staff induction. There is continuity of tikanga development started at the Initial Commission, with weekly learning for all staff
- conversations are taking place with agencies about data for assessment of wellbeing and monitoring of mental health and addiction services
- a stakeholder engagement strategy is being developed and builds on what groups have told the Commission directly and via the Initial Commission. Work also looks at stakeholder engagement advisory material from Te Puni Kōkiri and the Ministry for Pacific Peoples
- an interim communications plan is being developed - a communications strategy will be developed once the organisational strategy has been confirmed
- a brand identity will also be considered once the te reo Māori name for the Commission has been decided and the organisational strategy confirmed

Guests and presentations

No guests attended the meeting and no external presentations took place.