

## Meeting of the Southern NSW Local Health District Board

No. 2022/7

Date: Thursday, 7 July 2022

Time: 10am – 3pm

Venue: Peppertree Lodge, Queanbeyan Hospital Campus

# Minutes for disclosure

### In Attendance

Beth Hoskins, Interim Chair

Terry Clout PSM, Interim Deputy Chair

Leanne Barnes OAM PSM, Board Member

Margaret Lyons, Board Member

Dr Ken Crofts, Board Member

Narelle Davis, Board Member (TC)  
(Morning session only)

Lana Callaghan, Board Member

Geoffrey Kettle, Board Member (TC)  
(Morning session only)

(TC) – Attendance via teleconference

Margaret Bennett, Chief Executive

Fiona Renshaw, Executive Director Operations

Sarah Wallace, District Director Finance and Performance

Alison Broadbent, District Director Clinical Governance

Julie Mooney, District Director Nursing, Midwifery and Strategic Projects

Jen Spain, Director Governance, Risk and Audit

Dr David Dumbrell, Acting Executive Director Medical Services

Vanessa Barratt, Manager Media and Corporate Communications

### Apologies

Dr Allan Hawke, Board Chair

Dr Duncan MacKinnon, Board Member

Dr Judy Toman, Chair Medical Staff Executive Council

Dr Suyin Tan, Deputy Chair Medical Staff Executive Council

Damien Eggleton, District Director Mental Health Alcohol and Other Drugs

Lou Fox, District Director Integrated Care and Allied Health/COVID-Coordinator

Virginia Boyd, District Director People and Wellbeing (TC)

### Secretariat

Karen Clark, Executive Officer

<b>Item 1</b>	<b>Welcome and Apologies</b>
<b>Item 1.1</b>	<b>Welcome</b>

The meeting was declared open at 10.00am.

The meeting commenced with the Nous Board review and then the Rural Health plan facilitated discussion in the morning session.

The Interim Chair reconvened the meeting at 12.55pm.

The Interim Chair acknowledged the traditional custodians of the lands encompassed by Southern and noted that this meeting was held during NAIDOC week, and referred to the recognition of this important week across the District.

Also providing congratulating the nominees and winners of awards at the District's successful Quality Awards 2022 celebrations.

#### **Item 1.1.1      Nous Board review workshop session**

The Board and CE participated in a workshop session with Nous representatives, led by Leanne Wallace.

#### **Item 1.1.2      Rural Health plan facilitated discussion**

A facilitated discussion was led by Fiona Renshaw and Sarah Galton, supported by Ministry staff and representatives from Bendelta.

#### **Item 1.2          Conflict of Interest Declarations**

No updates were noted.

#### **Item 2            Confirmation of Previous Minutes**

##### **Item 2.1          Confirmation of Minutes of Meeting of 2 June 2022**

The Minutes of the Board meeting held on 2 June 2022 were accepted as a true and accurate record.

##### **Item 2.2 Minutes for Disclosure of 2 June 2022**

The Minutes for disclosure of the Board meeting held on 2 June 2022 were accepted as a true and accurate record.

#### **Item 3            Actions from Previous Meetings**

##### **Item 3.1          Action List**

The Board reviewed the outstanding action list.

#### **Item 4            Leadership**

##### **Item 4.1          Chief Executive Report**

The CE provided an overview of key District issues.

An update on the escalating COVID risk was provided.

Managing the District's staffing requirements and staff wellbeing is a priority. Across the District, sites are working together as one to support each area as areas of concern arise.

Other matters for noting included:

The District's focus on setting budgets for 2022/2023;

Statewide progress of policy relating to rural incentive funding;

The ongoing management of Bombala/Delegate with eight Nursing FTE vacant and being filled by agency staff to maintain rosters. Incentive advice has been included in advertising of positions for the site.

Board member Leanne Barnes left the meeting at 1.21pm.

Reports from each Directorate were tabled detailing the Directorate's highlights as well as areas of risk and mitigation.

##### **Item 4.2          Interim Board Chair update**

The Interim Chair noted attendance at a recent Ministry budget session and the Ministry emphasis.

<b>Item 5</b>	<b>Accountability</b>
<b>Item 5.1</b>	<b>Medical and Dental Appointments Advisory Committee</b>
	No June meeting held.
<b>Item 5.2</b>	<b>Health Care Quality Committee (HCQC)</b>
	The 3 May meeting minutes and report were noted.
<b>Item 5.3</b>	<b>Audit and Risk Committee Meeting</b>
	The 16 June meeting minutes and report were noted.
<b>Item 5.4</b>	<b>Performance Committee</b>
	The 24 May meeting minutes and report were noted.
<b>Item 5.5</b>	<b>People and Wellbeing Committee</b>
	The 15 February meeting minutes were noted.
<b>Item 5.6</b>	<b>Community Engagement Committee</b>
	No update.
<b>Item 5.7</b>	<b>Aboriginal Health Committee report and minutes</b>
	The 2 June meeting minutes and report were noted.
<b>Item 5.8</b>	<b>Finance and Recovery report</b>
	DFP noted that EOY results are yet to be completed. Awaiting actuarial adjustments, finalisation of Commonwealth funding disbursement, wellbeing funding, enhancement funding and COVID budget reimbursement.
	The Board acknowledged the work being done by DFP under very trying circumstances.
<b>Item 6</b>	<b>For Discussion / Endorsement</b>
<b>Item 6.1</b>	<b>Updated Board Committee structure</b>
	The updated Board Committee structure was reviewed and endorsed as an interim structure.
<b>Item 6.2</b>	<b>2022/2023 Service Agreement</b>
	An overview of the 2022/2023 Service Agreement was provided by DFP.
	The Board agreed to endorse the Chair and CE signing and submitting the Service Agreement for 2022/2023.
<b>Item 6.3</b>	<b>Terms of Reference – Health Care Quality Committee</b>
	Board members reviewed the Terms of Reference for the Health Care Quality Committee.
	The Board discussed aligning the wording used in the TOR with that in the Performance Committee TOR.
<b>Item 7</b>	<b>Presentations</b>
<b>Item 7.1</b>	<b>Patient story – Mental Health Alcohol and Other Drugs</b>
	The patient story was noted by the Board.
<b>Item 7.2</b>	<b>Accreditation update</b>
	DDCG provided an update on accreditation. Accreditation updates will continue to be provided at each Board meeting.
	Standards Committees are focussing on moving items from ‘not met’ to ‘met’.
	All risk areas now have plans and are being monitored.
<b>Item 8</b>	<b>For Information Only</b>
<b>Item 8.1</b>	<b>Board Correspondence summary</b>
	Noted.
<b>Item 8.2</b>	<b>COVID and Influenza report</b>

An overview of the District's response to COVID and influenza, including expansion of virtual care services was tabled.

<b>Item 8.3</b>	<b>Action Item 27/2022 – Connect with CRJO to seek access to information on LGA climate risk assessment reports</b>
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Noted.

<b>Item 8.4</b>	<b>Eurobodalla Regional Hospital Location Report</b>
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Noted.

<b>Item 8.5</b>	<b>Action 31/2022 - Summary of anticipated financial benefits achieved through the new Medical Imaging Reporting and Interventional services contract</b>
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Noted.

<b>Item 8.6</b>	<b>Action 34/2022 –Recruitment incentive program update</b>
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Noted.

<b>Item 8.7</b>	<b>2022 Board work schedule</b>
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Noted.

<b>Item 8.8</b>	<b>Board Charter</b>
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The endorsed Board Charter was provided for information.

<b>Item 8.9</b>	<b>2022 Quality Awards</b>
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Noted.

<b>Item 8.10</b>	<b>2022 Board meeting dates</b>
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Noted.

<b>Item 8.11</b>	<b>Coronial inquest report</b>
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Noted.

<b>Item 8.12</b>	<b>Board level Net Zero Leadership Training</b>
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Noted.

<b>Item 8.13</b>	<b>Selected Performance Indicators by LHD and Network</b>
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The League table for May 2022 was noted.

<b>Item 8.14</b>	<b>Delegate and Bombala Health service update</b>
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Noted.

<b>Item 8.15</b>	<b>Climate change and adaptation risk response</b>
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DGRA advised that a Sustainability Committee TOR is being drafted and development of a Sustainability Strategy is underway, working with GMC.

<b>Item 9</b>	<b>Operational Plan Q4 update</b>
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The Board noted the achievements detailed in the 2021/2022 Operational Plan and requested an update on Q1 achievements at the October 2022 Board meeting.

<b>Item 9</b>	<b>Business without notice</b>
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Nil.

<b>Item 10</b>	<b>Meeting Close</b>
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The meeting closed at 2.05pm

**Date of Next Meeting:** Thursday, 4 August at Queanbeyan.