

## Meeting of the Southern NSW Local Health District Board

No. 2022/8

Date: Thursday, 4 August 2022

Time: 10am – 1pm

Venue: Peppertree Lodge, Queanbeyan Hospital Campus

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# Minutes for disclosure

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### In Attendance

Beth Hoskins, Interim Chair

Terry Clout PSM, Interim Deputy Chair

Margaret Lyons, Board Member

Dr Ken Crofts, Board Member

Narelle Davis, Board Member (TC)

Dr Duncan MacKinnon, Board Member (VC)

Guest presenter:

Brendon Cutmore

(TC) – Attendance via teleconference

Margaret Bennett, Chief Executive

Sarah Wallace, District Director Finance and Performance

Alison Broadbent, District Director Clinical Governance

Brian Bonham, Acting District Director Nursing, Midwifery and Strategic Projects (VC)

Jen Spain, Director Governance, Risk and Audit

Dr Liz Mullins, Executive Director Medical Services (VC)

Vanessa Barratt, Manager Media and Corporate Communications (VC)

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

Jacinta Ducat, Chief Information Officer

Dr Judy Toman, Chair Medical Staff Executive Council

### Apologies

Dr Allan Hawke, Board Chair

Leanne Barnes OAM PSM, Board Member

Lana Callaghan, Board Member

Geoffrey Kettle, Board Member (TC)

Fiona Renshaw, Executive Director Operations

### Secretariat

Karen Clark, Executive Officer

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| <b>Item 1</b>     | <b>Welcome and Apologies</b>   |
| <b>Item 1.1</b>   | <b>Welcome</b>   |
|                   | The meeting was declared open at 10.08am.<br>The Interim Chair welcomed Brendon Cutmore, Director Information and Performance Support, Regional Health Division and acknowledged the traditional custodians of the lands encompassed by Southern.  |
| <b>Item 1.1.1</b> | <b>Regional Health Division</b>  |
|                   | Brendon Cutmore provided an overview of the Regional Health Division (RHD).<br>The RHD provides a single point of contact and advocacy for the Minister for Regional Health. Reporting directly to the Secretary, the Division is responsible for strategies, priorities and measures to improve health outcomes.<br>Actions and priorities include delivery of the Government's election commitments relating to regional health, and response to the recommendations of the Parliamentary Inquiry. The RHD also supports the development of a Rural and Regional Health Plan.<br>The RHD is led by Coordinator General Regional Health, Luke Sloane. Michelle Maxwell is Director Strategy, Governance and Delivery with Brendon leading Information and Performance Support.<br>An overview of the links between the Rural Health Districts, Pillars and Ministry, and the proposed governance model was provided.<br>The Draft Regional Health Plan is expected to be released in August 2022, and the final Plan anticipated by October 2022. The Government response to the Parliamentary Inquiry is due 3 November. |
| <b>Item 1.1.2</b> | <b>Risk Appetite workshop</b>  |
|                   | DGRA led a workshop to review the District's Draft Risk Appetite framework.  |
| <b>Item 1.2</b>   | <b>Conflict of Interest Declarations</b>   |
|                   | No updates were noted.   |
| <b>Item 2</b>     | <b>Confirmation of Previous Minutes</b>  |
| <b>Item 2.1</b>   | <b>Confirmation of Minutes of Meeting of 7 July 2022</b>   |
|                   | The Minutes of the Board meeting held on 7 July 2022 were accepted as a true and accurate record.  |
| <b>Item 2.2</b>   | <b>Minutes for Disclosure of 7 July 2022</b>   |
|                   | The Minutes for disclosure of the Board meeting held on 7 July 2022 were accepted as a true and accurate record.   |
| <b>Item 3</b>     | <b>Actions from Previous Meetings</b>  |
| <b>Item 3.1</b>   | <b>Action List</b>   |
|                   | The Board reviewed the outstanding action list.  |
| <b>Item 4</b>     | <b>Leadership</b>  |
| <b>Item 4.1</b>   | <b>Chief Executive Report</b>  |
|                   | The CE provided an overview of key District issues.<br>The Operational Plan framework for 2022/2023 is tabled at agenda item 5.5.<br>Recruitment to Executive positions is progressing with the General Manager, Coastal Network position closing 5 August.<br>The CE, Local Member and Minister for Regional Health attended a productive meeting with Delegate community representatives on 21 July.   |

The CE acknowledged the challenges with Cooma Hospital capital works and noted the need for a review of the service provision in the Snowy Mountains LGA to consider the impact of Snowy 2.0 and related growth and challenges in the district.

**Item 4.2 Interim Board Chair update**

No update.

**Item 5 Items for review / endorsement**

**Item 5.1 Review Board and Committee Performance / NOUS report**

Board members have been provided the Draft Board Evaluation Report, with feedback to be provided to the Interim Chair.

**Item 5.2 Updated HCQC Terms of Reference**

The Health Care Quality Committee Terms of Reference have been revised to align with wording used in Performance Committee TOR.

The Terms of Reference were endorsed by Board members.

**Item 5.3 Aboriginal Health Sub-Committee Terms of Reference**

The Aboriginal Health Sub-Committee Terms of Reference have been revised and updated.

The Terms of Reference were endorsed by Board members.

**Item 5.4 2021 / 2022 Financial Statements**

The 2021/2022 Financial statements were noted by Board members.

**Item 5.5 2022 / 2023 Operational Plan**

The format of the 2022 / 2023 Operational Plan was endorsed by Board members.

**Item 6 Accountability**

**Item 6.1 Medical and Dental Appointments Advisory Committee**

The MDAAC update, advising that the July 2022 meeting did not meet quorum, was noted.

**Item 6.2 Health Care Quality Committee (HCQC)**

No July meeting.

**Item 6.3 Audit and Risk Committee Meeting**

The 15 July 2022 meeting minutes and report were noted.

**Item 6.4 Performance Committee**

The 28 June 2022 meeting minutes and report were noted. The Performance Committee Chair provided an overview of the July 2022 Meeting.

**Item 6.5 People and Wellbeing Committee**

The 28 June meeting minutes were noted.

**Item 6.6 Community Engagement Committee**

No update.

**Item 6.7 Aboriginal Health Committee report and minutes**

No July meeting.

**Item 6.8 Finance update**

Noted.

**Item 7 Presentations**

**Item 7.1 Patient story**

The patient story, presented by DDIC, was noted by the Board.

**Item 7.2 Accreditation preparedness**

DDCG provided an update on accreditation. Accreditation updates will continue to be provided at each Board meeting.

**Item 7.3 District Clinical Council update**

Dr Dan Smith provided an update from the District Clinical Council.

The Council was established in September 2021 and meets five times per annum. Current focus of the Committee includes building engagement through information sharing and discussion. Providing clinical stream updates and discussion of strategic clinical matters. The Chief Executive attends and provides response to clinician concerns.

Dr Smith will provide quarterly updates to the Board.

**Item 8 For Information Only**

**Item 8.1 Board Correspondence summary**

Noted.

**Item 8.2 COVID and Influenza report**

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

**Item 8.3 2022/2023 Service Agreement (circulated out of session)**

The Service Agreement was submitted to Ministry on 27 July 2022 and in accordance with requirements is now published on the District's website.

**Item 8.4 Action 20/2022 – Anderson report into hospital security – revision to action plan and implementation of recommendations**

The quarterly report on implementation of recommendations following the report into improvements to security in hospitals by The Hon. Peter Anderson was tabled.

This update follows the initial report provided in August 2021 and provides updates against the priority recommendations, detailing the actions underway, and status.

**Item 8.5 Action 30/2022 – Update of cyber risks review**

Noted.

**Item 8.6 Action 25/2022 – Update on development of regional workforce incentives**

Noted.

**Item 8.7 2022 Board work schedule**

Noted.

**Item 8.8 2022 Board and Subcommittee schedule**

Noted.

**Item 9 Business without notice**

Nil.

**Item 10 Meeting Close**

The meeting closed at 12.40pm

**Date of Next Meeting:** Thursday, 1 September at Yass Hospital.