

Minutes for disclosure

Southern NSW Local Health District Board meeting

SDOC 23/11261

Meeting # 9/2023

Meeting Date: Tuesday 26 September 2023

Meeting Time: 1.45pm – 3.45pm

Meeting Location: Virtual / Nummerak Room, Peppertree Lodge, Queanbeyan

[Click here to join the meeting](#)

Attendance and declarations

Present

Beth Hoskins	Chair	Margaret Bennett	Chief Executive (CE)
Terry Clout, PSM	Deputy Chair	Fiona Renshaw	Executive Director Operations (EDO)
Ken Crofts	Board Member	Damien Eggleton	Director Mental Health, Alcohol and Other Drugs / Director People and Culture (DMHAOD/DDPC)
Narelle Davis	Board Member	Sarah Wallace	Director Finance and Performance (DFP)
Jennie Gordon	Board Member	Alison Broadbent	Director Nursing, Midwifery and Clinical Governance (DNMCG)
Dr Megan Keaney	Board Member	Dr Elizabeth Mullins	Executive Director Medical Services (EDMS)
Margaret Lyons	Board Member	Lou Fox	Director Integrated Care and Allied Health (DDICAH)
Dr Duncan MacKinnon	Board Member	Brad Scotcher	General Manager, Coastal Network (GM-C)
		Sarah Galton	General Manager – Corporate Services and Projects (GM-CSP)

In Attendance [Teleconference / Videoconference]

Leanne Barnes, OAM PSM	Board Member
Geoff Kettle	Board Member
Dr Vennassa Wong	Board Member
Nicola Yates	Director Project Management and Commissioning (DPMC)
Vanessa Barratt	Manager Media and Communication (MMC)
Jen Spain	Director Governance Risk and Audit (DGRA)
Matthew Stephenson	General Manager, Inland Network

Apologies

Dr Suyin Tan	Co-Chair Medical Staff Executive Council (CMSC)
Brian Bonham	General Manager, Inland Network
Brad Scotcher	General Manager, Coastal Network

Agenda items**Item 1: Welcome**

Item 1.1: Welcome and Acknowledgment of Country

The meeting was declared open at 1.52pm. The Chair acknowledged the traditional custodians of the lands encompassed by Southern and paid respects to Elders past, present and emerging.

Item 1.2: Declarations of Interest

All Board members were asked to provide details of any pecuniary interests, Conflicts of Interest or Director Related Transactions to the Secretariat. The register was last updated in April 2023.

Item 2: Presentations

2.1 Voluntary Assisted Dying legislation implementation update

EDMS provided an update on progress of the implementation of Voluntary Assisted Dying (VAD) legislation in the Health District.

Across the State, workforce funding discussions are continuing, resources are being published and training registration has opened.

Across the District, the Model of Care and workforce model have been completed. Local procedure development is underway and Q&A sessions are ongoing and being well attended. The District are working closely with Coordinare.

VAD updates will remain as a standing agenda item for the Board.

2.2 Strategic Plan review

GM-CSP advised that as the District's Strategic Plan 'Strategy 2026' was released in late 2021, it is timely to review Strategy 2026. A review will ensure its alignment to the NSW Future Health Strategy, NSW Regional Health Strategic Plan and that it includes updated population projections for NSW.

An initial review of Strategy 2026 found that priorities are generally aligned to the District's current direction. Areas for revision include population projections and the impact on service delivery by bushfires and COVID-19.

To align the District's strategic priorities with the NSW Regional Health Strategic Plan, the review will include an increased focus on workforce challenges and strategies to meet these challenges. Amending the current 'enablers' of Education and Research, and environmental sustainability to be 'core priorities' of the Plan will align it with the Regional Health Strategic Plan.

A Board member asked that the Plan be reviewed every 12 months as was agreed by the Board when Strategy 2026 was adopted.

2.3 Environmental Sustainability update

GM-CSP advised that the District's inaugural District Environmental Sustainability Plan was released for consultation in July 2023. Feedback closed on 8 September 2023.

The draft Plan details four priority areas: assets and utilities, waste, clinical care and engagement and procurement and fleet. These priorities are aligned with State, National and International priorities for environmental sustainability in healthcare.

A Board member asked that the Environmental Sustainability plan be reviewed annually by Board.

Item 3: Confirmation of Previous Minutes

Item 3.1: Confirmation of Minutes of Meeting on 22 August 2023

The Minutes of the Board meeting held on 22 August 2023 were accepted as a true and accurate record.

Item 3.2: Confirmation of Minutes for Disclosure of Meeting on 22 August 2023

The Minutes for disclosure of the Board meeting held on 22 August 2023 were accepted as a true and accurate record.

Item 4: Actions from Previous Meetings

Item 4.1: Action Log

The Board reviewed the outstanding action list.

Item 5: Leadership

Item 5.1: Chief Executive update

The CE noted that the State budget announcement and Southern NSW LHD budget for 2023 / 2024 were discussed at the Performance Committee meeting on 26 September.

The Commonwealth Urgent Care Centre (UCC) announcement occurred on 19 September.

Funding for Bombala MPS was discussed. Development of a Business Case is underway.

The Eurobodalla Radiation Therapy report will be presented to Ministry at a meeting on 29 September. An update will be provided to Board following that meeting.

A Board member asked for an assurance that the District are fully compliant with the NSW Health Travel policy. DFP advised that the District are moving toward full compliance.

Summer heat / fire preparedness was discussed. DDNMCG, EDO and CE participated in a Statewide bushfire simulation exercise to test District contingency plans.

Preparedness plans for seven District facilities have been reviewed.

The Board discussed lessons learned from the 2019/2020 fires particularly related to support for NGO's. DDNMCG advised that the disaster management committee has linked with the Primary Health Network and Local Government Areas to cooperatively plan for the bushfire season.

DDNMCG advised that the District are preparing for extreme heat events as well as fires, with personal preparedness a focus area for facilities and staff. The Board noted the positive participation rate for the People Matter Employee Survey of 73%.

Item 5.2: Board Chair update

The Chair attended the research and innovation forum at South West Sydney LHD, noting many presentations and projects had a foundation in the Artificial Intelligence space and were tangible examples of progress.

A Board member attended the Leadership forum on 21 September, noting that the forum was very positive and informative.

Item 6: Patient story

Item 6.1: Patient Story

A patient story about palliative care provision in Eurobodalla was provided by DDICAH.

The Board noted the palliative care model, with specialists working with the generalist team putting family and patient in the centre of care.

Item 7: Discussion and endorsement

Item 7.1: Action 20/2023 – Subcommittee Terms of Reference

The People and Culture Committee Terms of Reference were endorsed by the Board.

Item 7.2: Board workplan item – Delegations manual annual review

Board members reviewed and approved amendments to the Delegations manual and endorsed the manual with changes discussed at the Performance Committee meeting on 26 September.

Item 7.3: Board workplan item – 2022/2023 Safety and Quality Account

Board members discussed the 2022/2023 Safety and Quality Account.

It was confirmed that updated information and final data is to be included before going to print. Edits were requested.

The Board requested confirmation of the changes made and endorsed the Safety and Quality account subject to the changes above.

Item 7.4: Corporate Governance Attestation Statement

DGRA spoke to the updated document, which aligns with the Corporate Governance compendium and has been reviewed and endorsed by the Audit and Risk Committee.

Board members discussed and endorsed the Corporate Governance attestation statement.

Item 7.5: Funded Program Financial Statements

The Financial Acquittal for the New Directions Program was discussed at the Performance Committee meeting on 26 September, with required changes communicated to DFP.

Item 8: Items for information

Item 8.1: Board Correspondence summary

Noted.

Item 8.2: 2023 Board schedule of dates

Noted.

Item 8.3: 2023 Board workplan

Noted.

Item 8.4: Action item 24/2023 - Provide an update on progress of transformation elements

DDICAH provided a presentation to Board on the Transformation Unit outlining a preliminary roadmap for a seven year period. The Unit is led by DDICAH and DPMC, supported by others as required.

Item 8.5: Action item 34/2023 - Out of session information paper detailing TACP redesign outcomes and issues identified, with the denominator included, will be provided to Board members.

Noted.

Item 8.6: Action item 36/2023 - Provide District response to the Parliamentary Inquiry into Consultant use, to Board.

Noted.

Item 8.7: Update on Public Interest Disclosure legislation change

Included at agenda item 8.8

Item 8.8: Board workplan item - Audit, Risk and Governance update

The update was noted.

Item 8.9: Board workplan item - Board Strategy and Service Planning

Agenda item 2.2

Item 8.10: Board workplan item - Nursing AHPRA audit report

Noted.

Item 8.11: Board workplan item - Accreditation 2022 follow up and further preparation

Noted.

Item 8.12: Batemans Bay Community Health and Urgent Care Centre update

Noted.

Item 8.13: Board member claim form July – September 2023

Board members were asked to complete and return to the Secretariat.

Item 8.14: Board member declaration of ethical behaviour and confidentiality undertaking

Board members were asked to complete and return to the Secretariat.

Item 8.15: 2022 / 2023 Annual Report

Noted.

Item 8.16: Emergency Theatre Access

Noted.

Item 9: Accountability

Item 9.1: Medical and Dental Appointments Advisory Committee

Noted. The MDAAC Chair noted a record number of appointments to CE for approval.

Item 9.2: Health Care Quality Committee

Noted.

Item 9.3: Audit and Risk Committee

No August meeting

Item 9.4: Performance Committee

Noted.

Item 9.5: People and Culture Committee

Noted.

Item 9.6: Community Engagement Committee

Noted.

Item 9.7: Aboriginal Health Governance Committee

No August meeting.

Item 9.8: Finance report

The report was noted and was discussed at the Performance Committee meeting on 26 September 2023

Item 10: Business without notice

Nil

Item 11: Board meeting review

Board members completed a Chief Executive performance review and meeting review in-camera.

Meeting Close

The meeting closed at 3.13pm.

Next Meeting

The next meeting will be held on 24 October 2023.