

MINUTES

South Western Sydney Local Health District Board

Date: Monday 26 July 2021

Time: 3:00pm

Venue: District Office Board Room | Skype (S)

1. Present and Apologies

Members	Pres.	Apol.	Members	Pres.	Apol.
Mr Sam Haddad (Chair) (S)	✓		Prof Neil Merrett (S)	✓	
Dr David Abi-Hanna (S)	✓		Ms Kerrie Murphy (S)	✓	
Mr Max Bosotti (S)	✓		Mr John Roach (S)	✓	
Prof Hugh Dickson (S)	✓		A/Prof Shameran Slewa-Younan (S)	✓	
A/Prof Matthew Gray (Deputy Chair) (S)	✓				
Other Attendees	Pres.	Apol.	Other Attendees	Pres.	Apol.
Ms Amanda Larkin, Chief Executive	✓		Ms Nel Buttenshaw, Director Corporate Governance	✓	
Dr Anthony Frankel, Chair, Medical Staff Executive Council (S)	✓		Mr Dimi Palamidis, Director of Finance & Corporate (Item 5.1) (S)	✓	

Welcome	<ul style="list-style-type: none"> The Chair welcomed Board members and executive staff to the meeting and noted that given the current COVID response status the meeting would be abridged, with a focus on: <ul style="list-style-type: none"> COVID Update Strategic Focus Area – Finance & Budget: Annual Service Level Agreement On behalf of the Board, the Chair thanked the Chief Executive and all staff for their significant ongoing work in managing the COVID response. Prof Merrett agreed to undertake the meeting evaluation 	
2. Acknowledgment of Country	<ul style="list-style-type: none"> The Chair opened the meeting by acknowledging the traditional owners of the land and paid respect to elders past and present. 	
3. Confirmation of the previous minutes and action list	<ul style="list-style-type: none"> MOTION: A motion was moved by Ms Murphy and seconded by Prof Dickson that the minutes of the Board meeting held on 28 June 2021 be accepted as a true and accurate record. The Action Lists (Board meetings and Board Strategy Session [5-Feb-21]) were circulated with the Agenda. 	

<p>4. Declaration of Interests</p>	<ul style="list-style-type: none"> • The Chair invited declarations of interest. • Nil were received. 	
<p>5. Strategic Focus Area – Finance & Budget</p>	<ul style="list-style-type: none"> • Ms Larkin opened the discussion, highlighting: <ul style="list-style-type: none"> • The Agreement sets out the service and performance expectations for funding to ensure the provision of equitable, safe high quality and human centred healthcare services • Specific negotiation meetings between SWSLHD and the NSW MoH have informed the Agreement at which the LHD was able to present cases for additional activity and/or funding around redevelopments and additional bed capacity. • SWSLHD continues to have the lowest cost per NWAU in the State • Mr Palamidis presented the 2021/22 Service Level Agreement between SWSLHD and NSW Health, as circulated with the Agenda, highlighting: <ul style="list-style-type: none"> • Additions and revisions • Budget & Activity • Changes in KPIs / performance risks • NSW Health Outcome & Business Plan (difficult to report against) • Specific discussion points: <ul style="list-style-type: none"> • Campbelltown Hospital commissioning – staged plan for services and staff in progress, to be complemented by a communications plan • COVID impact and lessons from 2020 are being considered by Health Infrastructure in redevelopment planning context • Consider highlighting to the MoH the KPIs at risk, noting the performance framework arrangements • The Board ENDORSED the 2021/22 Service Level Agreement and thanked the Director of Finance for his informative presentation. • Actions: <ul style="list-style-type: none"> • Board Chair & Chief Executive - sign the Agreement Cover letter to highlight KPIs at risk • Submit the to the NSW Ministry of Health • Publish on website • Clarify to the Finance & Assets Committee measurement tool / reporting requirements for KPIs noted in Section 7.2, which include specific dates 	<p>Director of Finance</p>

<p>6. Chief Executive's Report</p> <p>6.1 Significant Issues</p>	<ul style="list-style-type: none"> The Chief Executive's Significant Issues Report was circulated with the Agenda. Ms Larkin highlighted <u>COVID Strategy</u> <ul style="list-style-type: none"> MoH support Case numbers (state-wide and SWS) Public Health Orders Response to the lock down restrictions , including an overview of the screening stations, testing clinics, vaccination hubs (including the establishment of the SWS mass vaccination hub), (internal / external) communication strategy including specifically for multi-cultural communities Actions: <ul style="list-style-type: none"> Advise number of ICU beds & occupancy rates Obtain, if possible, modelling specific to SWSLHD Circulate (to the Board) the Chairman's message to staff 	<p>Chief Executive</p>
<p>6.2 Delegations Manual</p>	<ul style="list-style-type: none"> The Board <u>APPROVED</u>, in retrospect, updates to the SWSLHD Delegations Manual, as circulated with the Agenda. 	
<p>6.3 SAMP / AMP</p>	<ul style="list-style-type: none"> The Board <u>CONSIDERED</u> the SWSLHD Strategic Asset Management Plan (SAMP) and Asset Management Plan (AMP), as developed by the SAMP/AMP Working Group. <p>Mr Roach provided an overview of the (new) process and requirements relating to the SAMP and AMP, including future approval arrangements.</p> <p>Mr Bosotti suggested the inclusion of a review date for maintenance items, which was supported.</p> <p>Comparative data relating to bed occupancy (pg. 268) is available from the Bureau of Health Information.</p> <ul style="list-style-type: none"> Action: Update the Items Due Calendars for the Board and Finance & Assets Committee to reflect the annual approval procedure. 	<p>Secretariat</p>

<p>7. Chairman's Report</p> <p>7.1 Aboriginal Health Committee</p>	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the proposal to strengthen integration with the Aboriginal Health Committee, as circulated with the Agenda, being: <ul style="list-style-type: none"> Director, Aboriginal Health to attend and participate at the Health Care Quality & Safety Committee – on a bi monthly arrangement Each Board Committee Chair to attend and participate in one meeting per year of the Aboriginal Health Committee – a schedule to be developed, to provide an update of appropriate key issues advised by the Aboriginal Health Committee. The Chair and members of the Aboriginal Health Committee present (annual referral note) to the Board, for discussion, progress made re integration. Action: Implement, including communication, the agreed proposal. 	<p>Secretariat</p>
<p>8. New Business</p> <p>8.1 MDAAC Nomination</p>	<ul style="list-style-type: none"> The Board <u>ENDORSED</u> the Chief Executive's request to appoint Prof Martin Gallagher, Head of School, South Western Sydney Clinical School, UNSW, to the Medical & Dental Appointments Advisory Committee. Action: Convey the Board's endorsement to Medical Services. 	<p>Secretariat</p>
<p>9. Committees of the Board</p> <p>9.1 Finance & Assets</p>	<ul style="list-style-type: none"> The highlights and minutes of the Finance & Assets Committee meeting held 21 May 2021 were circulated with the Agenda. 	
<p>9.2 Aboriginal Health</p>	<ul style="list-style-type: none"> The highlights and minutes of the Aboriginal Health Committee meeting held 24 June 2021 were circulated with the Agenda. 	
<p>10. Other Committees</p> <p>10.1 Consumer & Community Council</p>	<ul style="list-style-type: none"> The highlights and minutes of the Consumer & Community Council meeting held 2 July 2021 were circulated with the Agenda. 	
<p>11. Business Without Notice</p>	<ul style="list-style-type: none"> The Chair invited other business without notice. Nil items received. 	

12. Meeting Evaluation	<ul style="list-style-type: none"> • Prof Merrett provided a summary evaluation of the meeting: <ul style="list-style-type: none"> • Good meeting and discussion • Consider screen sharing for future presentations. 	
13. Close / Next Meeting	<ul style="list-style-type: none"> • The meeting closed at 4.54pm <p>Monday 23 August 2021 2.30pm-3.30pm In-camera 3.30pm- 6.30pm Board meeting</p>	