

MINUTES

South Western Sydney Local Health District Board

Date: Monday 25 October 2021

Time: 2:30pm

Venue: Conference Room 3, Education Centre, Eastern Campus, Liverpool Hospital

1. Present and Apologies

<i>Members</i>	<i>Pres.</i>	<i>Apol.</i>	<i>Members</i>	<i>Pres.</i>	<i>Apol.</i>
Mr Sam Haddad (Chair)	✓		A/Prof Matthew Gray (Deputy Chair)	✓	
Dr David Abi-Hanna	✓		Prof Neil Merrett	✓	
Mr Max Bosotti	✓		Ms Kerrie Murphy	✓	
Ms Christine Carriage	✓		Mr John Roach	✓	
Prof Hugh Dickson	✓		A/Prof Shameran Slewa-Younan	✓	
<i>Other Attendees</i>	<i>Pres.</i>	<i>Apol.</i>	<i>Other Attendees</i>	<i>Pres.</i>	<i>Apol.</i>
Ms Amanda Larkin, Chief Executive	✓		Ms Nel Buttenshaw, Director Corporate Governance	✓	
Mr Nathan Jones, Director Aboriginal Health (Item 6.2)	✓				

<p>In-camera</p>	<ul style="list-style-type: none"> • Independent Evaluation <ul style="list-style-type: none"> • The Board <u>AGREED</u> to undertake an independent evaluation of its performance and function; with the terms of reference to potentially consider: <ul style="list-style-type: none"> • views of internal/external stakeholder groups • are committees meeting Board expectations • provide clarity between strategic and operational matters • risk management performance • Mr Haddad, A/Prof Gray and Mr Roach to consider input received to develop the evaluation criteria, with A/Prof Gray to coordinate and develop a summary proposal, for circulation out of session and agreement at the December meeting. The evaluation will occur early in 2022 using a firm not used previously. <ul style="list-style-type: none"> • Action: Submit the final draft proposal for the Board evaluation to the December Board meeting. • Bankstown Hospital <ul style="list-style-type: none"> • The Board received an update regarding the new Bankstown Hospital. 	<p>A/Prof Gray</p>
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A short break was taken at 3.25pm and the meeting resumed at 3.30pm

<p>2. Welcome</p>	<ul style="list-style-type: none"> The Chair welcomed Board members and attendees to the meeting, highlighting agenda items of import as the committee deep dive presentations and the Integrated (strategy, performance & risk) Report. Mr Roach agreed to undertake the meeting evaluation. 	
<p>3. Acknowledgment of Country</p>	<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. 	
<p>4. Confirmation of the previous minutes and action list</p>	<ul style="list-style-type: none"> <u>MOTION</u>: A motion was moved by Mr Bosotti and seconded by A/Prof Gray that the minutes of the Board meeting held on 27 September 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>5. Patient Story</p>	<ul style="list-style-type: none"> It was agreed to resume the patient story from the November meeting. Ms Larkin recommended a story recently presented to the Aboriginal Health Committee. 	
<p>6. Committees of the Board</p> <p><i>Highlights & Minutes</i></p> <p><i>Deep Dive</i></p>	<p>6.1 – Healthcare Quality & Safety Committee</p> <ul style="list-style-type: none"> Prof Merrett spoke to the highlights of the Health Care Quality & Safety Committee meeting held 6 October 2021, which together with the minutes were circulated with the Agenda. Prof Merrett presented <i>Reimaging care post COVID</i>, including a state-wide perspective (27.9.21; Item 16) as circulated with the Agenda. A key focus is now to reintroduce services, including endemic phase strategies. The MoH will issue broader principles to guide LHDs in local decision making. Reintroduction includes: <ul style="list-style-type: none"> Endemic COVID load Workforce issues Capacity System-wide approach (public and private) Models of care Equity and governance Community expectations and consultations 	

	<ul style="list-style-type: none"> The Board thanked Prof Merrett for an informative strategic presentation which highlighted a number of matters. The Board Chair noted time has been allocated at the forthcoming Strategy Session to discuss this topic further. 	
<i>Mr Jones joined the meeting at 4.30pm</i>		
<i>Highlights & Minutes</i>	<p>6.2 – Aboriginal Health Committee</p> <ul style="list-style-type: none"> The minutes of the Aboriginal Health Committee meeting held 21 October 2021 were not yet available. 	
<i>Deep Dive</i>	<ul style="list-style-type: none"> Mr Jones presented <i>Strengthening Integration</i>, as circulated with the Agenda, highlighting: <ul style="list-style-type: none"> An overview of the collaborative arrangements between SWSLHD and Aboriginal Community Controlled Health Organisations, detailing specific examples of collaboration including clinical service models and coordination, population health initiatives and governance. Virtual care models have been implemented, but a large proportion of the Aboriginal population prefer face to face arrangements. Opportunities to strengthen models and the broad benefits they bring to building culturally responsive service models and cultural competence. Outlined the shared research and evaluation agenda, reorientated to ensure value for service models and the Aboriginal community. Mr Jones noted <i>research</i> is a standing agenda item of the Aboriginal Health Committee. Dr Abi-Hanna suggested a presentation to the Research & Teaching Committee (consider Aunty Kerrie, Western Sydney University – Aboriginal Academic Unit). The high rate of COVID vaccination in the Aboriginal community was highlighted; which reflects the targeted approach, built on trusted relationships. Action: Consider a Board site visit to Tharawal in 2022. The Board Chair thanked Mr Jones for an informative presentation. 	Secretariat
<i>Mr Jones left the meeting at 5.00pm</i>		
7. Key Strategic Focus Area	<ul style="list-style-type: none"> The next Key Strategic Focus Area – presentation / discussion is due in November – Infrastructure. 	

<p>8. Chief Executive's Report</p> <p>8.1 Significant Issues</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Chief Executive's Significant Issues Report, circulated with the Agenda, and highlighted: <ul style="list-style-type: none"> • COVID update including: <ul style="list-style-type: none"> ○ case numbers (state-wide and SWS by LGA), inpatient and community care cases ○ Wellbeing strategies ○ <i>Living with COVID</i> workshop (on 21 October), provided an opportunity for the LHD to reflect and plan for a changed future, which will result in a Roadmap. ○ Work continues on the strategic components of the <i>Outbreak Strategy</i>, developed with PwC, guided the LHD through our response as circulated with the Agenda. • Progress on recommendations allocated to SWSLHD arising from the Government response to the Inquiry into the current and future provision of health services in the south west Sydney growth region • An update on senior staff appointments • The 2021 Annual Public Meeting will be held at 2pm on Friday 5 November as a virtual event. 	
<p>8.2 Media & Marketing Report</p>	<ul style="list-style-type: none"> • Ms Larkin highlighted significant positive media coverage, as detailed in the Media & Marketing Report, circulated with the Agenda and encouraged members to review the highly successful videos, available on Youtube. 	
<p>8.3 Work Health & Safety Report</p>	<ul style="list-style-type: none"> • The next Work Health & Safety Report is due in November. 	
<p>8.4 Strategy, Risk, Performance Integrated Report</p>	<ul style="list-style-type: none"> • The Integrated Report – Strategy, Risk & Performance (SLA) Report was circulated with the Agenda; due to time constraints and the importance of the Report it was agreed to defer discussion to the November Board meeting. • Action: Relist the Report on the November agenda for discussion. 	<p>Secretariat</p>

9. Chairman's Report			
9.1	Draft 2022 Meeting Schedule	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the proposed 2022 meeting schedule as circulated with the Agenda. Action: Publish the 2022 meeting schedule. 	Secretariat
9.2	Update – Board membership	<ul style="list-style-type: none"> The Board Chair reported the re-nomination process is underway for 3 Board members and the process to appoint new members, one of which must have expertise in Aboriginal Health also continues. 	
9.3	Board Strategy Session – 10 December 2021	<ul style="list-style-type: none"> The Board Chair thanked members for their input to date; from which a draft agenda was proposed. Action: Review the draft agenda and provide comments by 5 November 2021. The Deputy Chair has agreed to facilitate. Action: Consider ELT member attendance at the Session 	Board Members Chief Executive
10. Business Arising		<ul style="list-style-type: none"> Nil items. 	
11. New Business			
11.1	By-laws	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the proposed By-laws as circulated with the Agenda, noting the LHD is compliant with the update to establish mental health medical staff councils. Action: Publish the updated By-laws. 	Secretariat
12. Committees of the Board			
12.1	Finance & Assets	<ul style="list-style-type: none"> Mr Roach spoke to the highlights of the Finance & Assets Committee meeting held 17 September 2021, which together with the minutes were circulated with the Agenda. 	
12.2	Research & Teaching	<ul style="list-style-type: none"> The highlights and minutes of the Research & Teaching Committee were not available. 	
12.3	Audit & Risk Management	<ul style="list-style-type: none"> Ms Murphy spoke to the highlights of the Audit and Risk Management Committee meeting held 2 September 2021, which together with the minutes were circulated with the Agenda, noting the Board has received the 2021 YTD financial statements. 	

<p>13. Other Committees</p> <p>13.1 Consumer & Community Council</p>	<ul style="list-style-type: none"> • Prof Dickson spoke to the highlights of the Consumer & Community Council (CCC) meeting held 1 October 2021, which together with the minutes were circulated with the Agenda. • The Board Chair advised that he and the Chief Executive are attending the November CCCI meeting. 	
<p>13.2 Medical Staff Executive Council</p>	<ul style="list-style-type: none"> • Dr Frankel spoke to the highlights of the Medical Staff Executive Council (MSEC) meeting held on 14 October 2021, which together with the minutes were circulated with the Agenda. • Dr Frankel advised the Board his intention to step down from the MSEC, effective 2022 which will result in a new representative attending board meetings. The Board thanked Dr Frankel for his contributions and commitment. 	
<p>14. Items for Information</p> <p>14.1 Correspondence</p>	<ul style="list-style-type: none"> • Correspondence were circulated with the Agenda: <ul style="list-style-type: none"> • A/P ML • Ms SS 	
<p>14.2 Items Due Calendar / Work Plan</p>	<ul style="list-style-type: none"> • The Items Due Calendar was circulated with the Agenda and is published on Diligent. 	
<p>14.3 Meeting & Events Summary</p>	<ul style="list-style-type: none"> • The Meeting & Events Summary was circulated with the Agenda and is published on Diligent. 	
<p>15. Business Without Notice</p>	<ul style="list-style-type: none"> • The Chair invited other business without notice. • Nil items received. 	
<p>16. Evaluation</p>	<ul style="list-style-type: none"> • Mr Roach evaluated the meeting, highlighting: <ul style="list-style-type: none"> • Productive conversations • Good presentations • Chief Executive's update succinct • Recognition of organization response to COVID; leave and well-being must be prioritised • Timing managed well, i.e. good to defer integrated report • Referral notes succinct 	
<p>17. Close / Next Meeting</p>	<ul style="list-style-type: none"> • The meeting closed at 6.40pm. <p>The next meeting will be held on Monday 22 November 2021.</p>	