

South Western Sydney Local Health District Board

Date: Monday 22 November 2021

Time: 3:30pm

Venue: Lecture Room, Old Bowral 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 Ken Barnett, General Manager, Bowral & District Hospital	✓		Mr Damian Harrington, Director Capital Works & Infrastructure (Item 7)		

2. Welcome	<ul style="list-style-type: none"> The Chair welcomed Board members and attendees to the meeting and thanked Mr Barnett for an informative site tour. Agenda items of importance were highlighted as the Infrastructure presentation and Integrated (strategy, performance & risk) Report (held over from the October meeting). Ms Murphy agreed to undertake the meeting evaluation. 	
3. 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. 	
4. Confirmation of the previous minutes and action list	<ul style="list-style-type: none"> MOTION: A motion was moved by Dr Abi-Hanna and seconded by A/Prof Gray that the minutes of the Board meeting held on 25 October 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. 	
5. Patient Story	<ul style="list-style-type: none"> Mr Barnett presented the patient story highlighting alignment to the TYE focus areas (multi-disciplinary approach, patient centred approach, respectful communication and genuine engagement and effective leadership & empowered staff) to facilitate patient wishes for a timely discharge (including follow up supports), despite a complex medical history and home environment. 	

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<p>6. Chief Executive's Report</p> <p>6.1 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 <ul style="list-style-type: none"> ○ Service resumption plans ○ Booster vaccinations ○ Thank You Day ○ VIP Visit to thank frontline workers • People Matter Employee Survey <ul style="list-style-type: none"> ○ Timing of Survey (peak COVID-19) contributed to the lower response rate ○ Results reviewed by the Finance & Assets Committee, will be presented to the December Board meeting • Safe Haven opening <ul style="list-style-type: none"> ○ Thanked the Deputy Chair for his representation at the successful event. ○ Consider inviting Minister Taylor to a future Board meeting. • Mental Health <ul style="list-style-type: none"> ○ An overview of initiatives implemented as a result of enhancements received as part of the NSW Government's \$80million mental health COVID-19 package. • Performance <ul style="list-style-type: none"> ○ Highlighted staffing, ETP, TOC and surgery performance. ○ Action: Include a brief analysis (dot point headlines) for future League Tables 	<p>Chief Executive</p>
<p><i>Mr Harrington joined the meeting at 4.15pm</i></p>		
<p>6.2 Media & Marketing Report</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Media & Marketing Report, circulated with the Agenda and encouraged members to view the highly successful three part series 'Eye of the Storm' social media video series featuring Campbelltown Hospital's COVID-19 response. 	

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<p>6.3 Work Health & Safety Report</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Work Health & Safety Report, circulated with the Agenda, highlighting: <ul style="list-style-type: none"> • the appointment of a new manager • WHS has moved to a centralised model • WHS will be a priority focus area for 2022 • As at 25.10.21 the LHD has notified SafeWork NSW of the staff, patients and visitors who contracted COVID-19 in SWSLHD facilities and services • Ms Larkin confirmed that a comparison of bullying statistics across LHDs is not available. • The Board considered the Report difficult to interpret. • Action: Include analysis of the data within the Report 	<p>Director, People & Culture</p>
<p>6.4 Strategy, Risk, Performance Integrated Report</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Integrated Report – Strategy, Risk & Performance (SLA) Report; highlighting: <ul style="list-style-type: none"> • Background / context • Report timing • Future opportunities • Time has been allocated to further discuss integrated reporting at the December Board Strategy Session. 	
<p>7. Key Strategic Focus Area</p>	<ul style="list-style-type: none"> • The Chair welcomed Mr Harrington, Director Capital Works & Infrastructure to present on the Strategic Focus Area – Infrastructure, as circulated with the Agenda. • Mr Harrington acknowledged Ms Nicole Burr, Deputy Director for covering the role and providing the presentation, highlighting: <ul style="list-style-type: none"> • Major capital projects – an update / issues <ul style="list-style-type: none"> • Bowral Stage 1 • Bowral Stage 2 • Campbelltown • Macarthur Medical Research Centre • Liverpool Health & Academic Precinct • Liverpool – Education Research Hub • Bankstown Emergency Department • Bankstown Greenfield • Asset Management Framework – implementation <ul style="list-style-type: none"> • Key considerations 	

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	<ul style="list-style-type: none"> • Planning into the future in south western Sydney <ul style="list-style-type: none"> • Alignment with 20-year Health Infrastructure Strategy and NSW Health State-wide Investment and Prioritisation Framework • Investment Principles • Better use of technology • SWSLHD asset management approach • Discussion included: <ul style="list-style-type: none"> • Asset maintenance budget • Commissioning arrangements for Campbelltown Hospital will be presented to the December Finance & Assets Committee meeting • Capital versus recurrent budget • Asset management register will be a focus for 2022 • The Chair thanked Mr Harrington for an informative presentation, noting that Infrastructure will be discussed at the Board Strategy Session in December. 	
<p><i>Mr Harrington left the meeting at 5.15pm</i></p>		
<p>8. Chairman's Report</p> <p>8.1 Board Strategy Session – 10 December 2021</p>	<ul style="list-style-type: none"> • The Board Chair thanked members for their input to date, with the draft agenda circulated. • The Deputy Chair has agreed to facilitate. • Action: Update the Agenda to reflect ELT member attendance at the 1.00pm Session • Given his apologies for the Session, Dr Abi-Hanna was invited to submit his input to inform the 2022 Governance & Strategy session. • The Chair confirmed follow up with the NSW Ministry of Health has occurred regarding the appointment of new Board members. 	<p>Secretariat</p> <p><i>Dr Abi-Hanna</i></p>
<p>9. Business Arising</p>	<ul style="list-style-type: none"> • Nil items. 	
<p>10. New Business</p>	<ul style="list-style-type: none"> • Nil items. 	

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<p>11. Committees of the Board</p> <p>11.1 Finance & Assets</p>	<ul style="list-style-type: none"> Mr Roach spoke to the highlights of the Finance & Assets Committee meeting held 15 October 2021, which together with the minutes were circulated with the Agenda. Mr Roach highlighted the expected reduction in excess leave over December and January and congratulated the LHD on the management approach for mandatory COVID vaccinations for the workforce. 	
<p>11.2 Research & Teaching</p>	<ul style="list-style-type: none"> The highlights and minutes of the Research & Teaching Committee held on 7 October 2021 were circulated with the Agenda. Dr Abi-Hanna highlighted: <ul style="list-style-type: none"> A deep dive presentation regarding the Education and Training Review will be made to the December Board meeting. An excellent partner presentation from Western Sydney University. An affiliation between the Ingham Institute and Technion - Israel Institute of Technology has been established with an initial 2 year grant program for various projects. 	
<p>11.3 Health Care Quality & Safety</p>	<ul style="list-style-type: none"> The highlights and minutes of the Health Care Quality & Safety Committee meeting held on 3 November 2021 were circulated with the Agenda. A/Prof Gray highlighted: <ul style="list-style-type: none"> The Committee reviewed the NSW Ministry of Health Board Report (April-June 2021) and noted the definition of Hospital Acquired Complication (HAC) Malnutrition had been modified so that episodes of hypoglycaemia and other endocrine complications were now classified as 'malnutrition'. Action: Seek clarification regarding the definition from the NSW Ministry of Health 	<p>A/Director, Clinical Governance</p>
<p>11.4 Aboriginal Health</p>	<ul style="list-style-type: none"> The highlights and minutes of the Aboriginal Health Committee meeting held on 21 October 2021 were circulated with the Agenda. Ms Larkin highlighted: <ul style="list-style-type: none"> The patient story presented will be made to the December Board meeting. An additional module for Respecting the Difference training is being developed; it is likely the pilot will be conducted in SWSLHD, given the high (approx. 70%) compliance rates. 	

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		<ul style="list-style-type: none"> Some Aboriginal staff have separated from the SWSLHD as a result of the mandatory COVID vaccination requirements. 	
11.5	Audit & Risk Management	<ul style="list-style-type: none"> Highlights and minutes of the Audit and Risk Management Committee meeting held 16 November 2021 were not yet available. 	
12. Other Committees			
12.1	Consumer & Community Council	<ul style="list-style-type: none"> The highlights and minutes of the Consumer & Community Council (CCC) meeting held 5 November 2021 were circulated with the Agenda. Prof Dickson highlighted the Council's desire to work more closely with the Board. Stakeholder engagement, including the role of the Council will be discussed at the Board's Strategy Session in December. Ms Larkin offered to provide an overview of the Consumer & Community Framework to inform this discussion. 	
12.2	Medical Staff Executive Council	<ul style="list-style-type: none"> Dr Frankel reported the next MSEC meeting will be held on 9 December 2021, at which a new MSEC Chair will be elected and attend Board meetings in 2022. Dr Frankel acknowledged the Board's efforts and delivery of achievements. 	
13. Items for Information			
13.1	Correspondence	<ul style="list-style-type: none"> Correspondence were circulated with the Agenda: <ul style="list-style-type: none"> Ms AJP 	
13.2	Items Due Calendar / Work Plan	<ul style="list-style-type: none"> The Items Due Calendar was circulated with the Agenda and is published on Diligent. 	
13.3	Meeting & Events Summary	<ul style="list-style-type: none"> The Meeting & Events Summary was circulated with the Agenda and is published on Diligent. 	
14. Business Without Notice		<ul style="list-style-type: none"> The Chair invited other business without notice. <ul style="list-style-type: none"> Nil items received. 	

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15. Evaluation	<ul style="list-style-type: none">• Ms Murphy evaluated the meeting, highlighting:<ul style="list-style-type: none">• Good and productive site visit• Good that the patient story has been reintroduced• All members contributed to discussion• COVID discussion took considerable time (understandably), yet leads discussion toward operational• Positioning of Mr Harrington for his presentation focused the concentration toward the back of the room	
16. Close / Next Meeting	<ul style="list-style-type: none">• The meeting closed at 6.30pm. <p>The next meeting will be held on Monday 13 December 2021.</p>	