

MINUTES

South Western Sydney Local Health District Board

Date: Monday 27 February 2023

Time: 3:30pm

Venue: Board Room, District Office

1. Present and Apologies

Members	Pres.	Apol.	Members	Pres.	Apol.
Mr Sam Haddad (Chair)	✓		Ms Kerrie Murphy	✓	
Dr David Abi-Hanna		✓	Mr John Roach	✓	
A/Prof Deepak Bhonagiri	✓		A/Prof Vince Roche	✓	
Mr Max Bosotti		✓	Ms Billie Sankovic	✓	
Prof Hugh Dickson	✓		The Hon Frank Sartor		✓
Ms Teresa Harm	✓		Professor Jill White (R)	✓	
Ms Annette Houston		✓			
Other Attendees	Pres.	Apol.	Other Attendees	Pres.	Apol.
Ms Amanda Larkin, Chief Executive	✓		Ms Nel Buttenshaw, Director Corporate Governance	✓	
Dr Setthy Ung, SWSLHD Medical Staff Executive Council Chair	✓		A/Prof Shameran Slewa-Younan (past Board member)	✓	

<p>Welcome & Meeting Evaluation Nomination</p>	<ul style="list-style-type: none"> The Chair welcomed executive staff and members, specifically new members: A/Prof Bhonagiri, A/Prof Roche and Ms Sankovic. The Chair advised that Mr Sartor will attend from the March meeting. Introductions were made. The Chair noted agenda items of importance: the Chief Executive’s Report with a focussed discussion on performance; and the committee reports. Mr Roach agreed to undertake the meeting evaluation. The Chair indicated the evaluation tool will be further considered at the 2023 Effectiveness Workshop. 	
<p>2. 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>3. Confirmation of the previous minutes and action list</p>	<ul style="list-style-type: none"> <u>MOTION</u>: A motion was moved by Ms Murphy seconded by Mr Roach that the minutes of the Board meeting held on 12 December 2022 be accepted as a true and accurate record. 	
<p>4. Declarations of Interest</p>	<ul style="list-style-type: none"> The Chair invited declarations of interest. <ul style="list-style-type: none"> Nil were received 	

<p>5. Patient Story</p>	<ul style="list-style-type: none"> • Ms Larkin presented ‘Sara’s’ experience in accessing antenatal care services; specifically her GP was unaware of referral pathways, models of care available / hospitals in LGA catchment area • Sara was eventually referred to a midwifery group practice at a later gestation period than expected. • The Antenatal Redesign Project commenced late 2022; with the group focussed on referral processes. Sara’s experience was shared at the inaugural meeting. • The system is challenging enough for well-educated, English-speaking women, which reflects the difficulty that women from diverse demographics and backgrounds may have in navigating the system. • Some antenatal care systems have been dependent on women to advocate for themselves. • Information about models of care must be accessible and easy to understand, to allow women to be aware and make informed decisions about their options. • Ms Larkin clarified the difference and synergy between models of care and the levels of service to manage risk (mother and baby). • A/Prof Roche provided a GP reflection of the Wingecarribee experience specifically population demographics (housing affordability, limited public transport). 	
<p><i>A/Prof Slewa-Younan joined the meeting at 4.10pm</i></p>		
<p>6. Business Arising</p> <p>6.1 COVID advice</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Referral Note providing advice regarding the impact of vaccination rates on the incidence and severity of COVID, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> • Lower vaccination and lower vaccination in some groups are a part explanation for the severity of the impact of COVID-19 in SWSLHD but other factors have also likely played a part. A quantitative assessment of the relative contribution of all factors is technically difficult and would require building an explanatory model. • The trajectory for uptake of 1st and 2nd doses for COVID-19 vaccine was consistent with NSW. • Vaccination rates for booster doses (3rd and 4th doses) in SWSLHD lagged and were and are >10% lower than the state average especially in older age groups. • Take-up of vaccination was significantly lower in some language and cultural groups especially Arabic speaking and Eastern European language groups. Lessons learnt (specifically around communication 	

	<p>modes) have and will continue to inform the Board’s stakeholder engagement strategy and align with the recommendations of the post event assessment commissioned by the NSW Ministry of Health.</p>	
<p>7. Chief Executive’s Report</p> <p>7.1. Significant Issues/ Performance</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Significant Issues Report, as circulated with the Agenda and highlighted: <ul style="list-style-type: none"> • National Cabinet – healthcare: Medicare Taskforce Report • The HSU calling for a Royal Commission into healthcare spending • State election promises - including the clinical services plan context <ul style="list-style-type: none"> ○ Action: Coordinate a presentation about and tour of the aerotropolis site • Senior staff appointments <ul style="list-style-type: none"> ○ The Board acknowledged Prof Chow’s support, specifically her work relating to the Board stakeholder engagement strategy. • White ribbon accreditation awarded – Board members have been invited to the celebration launch • Communication strategy – 2023 • Leadership Forum – 3 March 2023 • Incidents – update • Awards – update • Ms Larkin spoke to the Performance Report, as circulated with the Agenda and highlighted: <ul style="list-style-type: none"> • Safety & quality • Access & meeting demand <ul style="list-style-type: none"> ○ The Chair invited comments: <ul style="list-style-type: none"> • Expectations of community have shifted (resolved as an inpatient prior to discharge) • Limited access to sub-specialty services • Multi-factorial issues – data analysis required to better understand and act upon • The Health Care Quality & Safety Committee is currently reviewing ○ Surgery targets • Finance • Activity 	<p>Secretariat</p>

7.2	Media & Marketing Report	<ul style="list-style-type: none"> The Board <u>NOTED</u> the Media & Marketing Report, as circulated with the agenda. Ms Larkin advised that the Report is being refreshed to report against appropriate strategies within the Communications & Media Plan. 	
7.3	Work Health & Safety Report (Mar, May, Aug, Nov)	<ul style="list-style-type: none"> The next Report is due in March 2023 	
7.4	Integrated Report – Strategy, Performance & Risk (Apr, Oct)	<ul style="list-style-type: none"> The next Report is due in April 2023 	
8. Chairman’s Report			
8.1	Board committee membership	<ul style="list-style-type: none"> The Board <u>ENDORSED</u> its committee membership, as circulated with the agenda. The Chair recommended new Board members attend one meeting of each committee. Ms Harm expressed interest in ARMC membership. Actions: <ul style="list-style-type: none"> Confirm Mr Sartor’s committee membership (proposed Finance & Assets and Research, Teaching & Innovation). Publish the committee membership to Diligent and confirm arrangements with committee executive sponsors and secretariats. 	Chair Secretariat
8.2	SWSLHD Annual Leadership Forum	<ul style="list-style-type: none"> The SWSLHD Board <u>NOTED</u> the information in relation to the SWSLHD 7th Annual Leadership Forum. The Chair noted the importance and objectives of the Forum and provided an outline of the program. A number of Board members are attending. 	

<p>8.3 Board Effectiveness Workshop & Board Strategy Session</p>	<ul style="list-style-type: none"> The Chair spoke to the Referral Note, circulated with the agenda regarding the proposed: <ul style="list-style-type: none"> Effectiveness & Climate Session (1/2 day) Strategy Session (1/2 day) The Board agreed to combine the proposed arrangements into a one day session in April or May. Action: Issue a doodle poll to the Board with a view of confirming the date (including a Saturday). 	<p>Secretariat</p>
<p>9. New Business</p>	<ul style="list-style-type: none"> Nil items 	
<p>10. Committees of the Board</p> <p>10.1 Health Care Quality & Safety</p> <hr/> <p>10.2 Aboriginal Health</p> <hr/> <p>10.3 Audit & Risk Management</p>	<ul style="list-style-type: none"> Prof Dickson spoke to the highlights and minutes of the Health Care Quality & Safety Committee meetings held on 7 December 2022 and 1 February 2023, as circulated with the agenda. Prof Dickson highlighted: <p><i>07.12.22</i></p> <ul style="list-style-type: none"> Item 7.1 – TYE targets for implementation in 2023 Item 8.1.2.1 – (integrated Report) - SLA KPIs not meeting target Item 10.1 – MoH Board Report (April-June 2022) <p><i>01.02.23</i></p> <ul style="list-style-type: none"> Item 6 – Clinical Excellence Commission presentation Item 11.1 – MoH Board Report (July-September 2022) <hr/> <ul style="list-style-type: none"> Ms Harm spoke to the highlights and minutes of the Aboriginal Health Committee meeting held on 8 December 2022, as circulated with the agenda. Ms Harm highlighted: <ul style="list-style-type: none"> Item 5.1 – Senior Executive Forum (MoH) – Aboriginal Health update Item 5.2 – Joint Plan with SWS Primary Health Network Item 5.5 – Child protection for Aboriginal families in SWSLHD Strong and collaborative partnerships demonstrated at Committee meetings. Action: Invite the Director, Aboriginal Health to present the Aboriginal Health Plan <hr/> <ul style="list-style-type: none"> The highlights and minutes of the Audit & Risk Management Committee meeting held on 21 February 2023 are not yet available. 	<p>Secretariat</p>

10.4 Finance & Assets	<ul style="list-style-type: none"> Mr Roach spoke to the highlights of the Finance & Assets Committee meeting held on 16 December 2022 as circulated with the Agenda. Mr Roach highlighted: <ul style="list-style-type: none"> Item 6.1 – COVID deferred care – elective surgery update Item 7.1.1 – Executive Summary Report – Finance Item 7.1.1 – Executive Summary Report – ICT 	
10.5 Workforce, Wellbeing & Culture	<ul style="list-style-type: none"> The Chair spoke to the highlights of the Workforce, Wellbeing & Culture Committee meetings held on 12 December 2022 (minutes circulated with the agenda) and 27 February 2023. Mr Haddad highlighted: <ul style="list-style-type: none"> Currently considering the work plan, terms of reference and the SWSLHD Workforce Plan 2022-2028 Reporting related to the SWSLHD Education & Organisational Development Plan will remain to the Research, Teaching & Innovation Committee Ms Harm and Ms Murphy offered to attend Committee meetings if Ms Houston was unavailable. 	
10.6 Research & Teaching Highlights & Minutes	<ul style="list-style-type: none"> Prof White spoke to the highlights of the Research & Teaching Committee meeting held on 2 February 2023, as circulated with the agenda. Prof White highlighted: <ul style="list-style-type: none"> Item 6.1 – Partner presentation: Office of the Health and Medical Research (NSW MoH) Update Item 8.2.2 - Highlights & Emerging Issues Report – Research: NSW Health EoI - Clinical Trials Item 8.2.2 - Highlights & Emerging Issues Report – Research: Medical Devices and the Multi-disciplinary Research Centre, which promotes integration Item 7.3 - The measures of success proposed for the Education & Organisational Development Plan require a further refresh Prof White also noted the Committee extended thanks and appreciation to Dr Abi-Hanna for his leadership as Chair of the Committee. 	
11. Other Committees – Summary Reports & Minutes		
11.1 Consumer & Community Council	<ul style="list-style-type: none"> Ms Harm spoke to the highlights and minutes of the Consumer & Community Council meeting held on 3 February 2023, as circulated with the agenda. Ms Harm highlighted: <ul style="list-style-type: none"> Item 4.1 – Chief Executive update Item 8 – Guest Speaker – Director, Digital Health Item 9 – Planning Session – priority areas of the Consumer & Community Participation Framework 	

	<ul style="list-style-type: none"> Ms Harm reported that the Council is hosting a conference, to which Board members will be invited The Chair confirmed that the Board Strategy session will provide an opportunity to examine the consumer & community participation model. 	
11.2 Medical Staff Executive Council	<ul style="list-style-type: none"> Dr Ung spoke to the highlights and minutes of the Medical Staff Executive Council (MSEC) meetings held on 8 December 2022 and 9 February 2023, as circulated with the agenda. Dr Ung highlighted an issue traversed at both meetings - two independent surveys (of JMOs) about bullying and harassment. The Chief Executive advised she is meeting with JMOs on a quarterly basis. The Organisational Development Team is currently interviewing JMOs one-to-one, with the outcomes to be submitted to the MSEC and the Workforce, Wellbeing & Culture (Board) Committee. 	
12. Items for Information		
12.1 Correspondence	<ul style="list-style-type: none"> The Board <u>NOTED</u> items circulated with the Agenda: <ul style="list-style-type: none"> Correspondence – Ms EB Correspondence – Ms MW Correspondence – Mr AA Correspondence – Ms MS Board Communique – Framework for the Future (# 5, Dec-22) 	
12.2 Summary Work Plan	<ul style="list-style-type: none"> The Board <u>NOTED</u> the 2023 Summary Work Plan, as circulated with the agenda (and published – Diligent). 	
13. Other Business Without Notice	<ul style="list-style-type: none"> The Chair invited other business without notice: <ul style="list-style-type: none"> Nil were received 	
14. Meeting Evaluation	<ul style="list-style-type: none"> Mr Roach evaluated the meeting, highlighting: <ul style="list-style-type: none"> Hope new members enjoyed meeting All contributed in a collaborative manner Patient story generated good discussion The CE Report is good and continues to improve Important for Board members to attend the Strategy & Effectiveness sessions Committee Reports were highlighted well The MSEC Report is valuable; ensure to feedback the Board discussion 	

<p>15. Close / Next Meeting</p>	<ul style="list-style-type: none"> • The meeting closed at 6.23pm • The next meeting will be held on 27 March 2023 <ul style="list-style-type: none"> • 2:30-3:30pm – Town Hall Meeting (Primary & Community Health) • 3:30-6:30pm – Board Meeting • Venue will be confirmed 	
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<p>Farewell Remarks</p>	<p>The Chair & Chief Executive thanked A/Prof Slewa-Younan for her input and commitment to the Board.</p> <p>A/Prof Slewa-Younan thanked the Board for the opportunity to attend this meeting, given her apology to the December meeting and made farewell remarks, including:</p> <ul style="list-style-type: none"> - Born, raised and works in south western Sydney - Privilege to be a Board member, voice of the community; specifically the CALD community and referred to the paper circulated - The Strategic Plan establishes a framework for a valuable direction 	
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