

MINUTES

South Western Sydney Local Health District Board

Date: Monday 22 May 2023
 Time: 3.43pm
 Venue: Board Room, Fairfield 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)	✓		Ms Kerrie Murphy	✓	
A/Prof Deepak Bhonagiri	✓		Mr John Roach	✓	
Mr Max Bosotti	✓		A/Prof Vince Roche	✓	
Prof Hugh Dickson	✓		Ms Billie Sankovic	✓	
Ms Teresa Harm	✓		The Hon Frank Sartor	✓	
Ms Annette Houston		✓	Prof Jill White	✓	
<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	✓	
Dr Setthy Ung, Chair, SWSLHD Medical Staff Executive Council	✓		Dr Kate Charlesworth, Snr Advisor, Climate Risk & Net Zero Unit, NSW MoH	✓	
Mr Paul Crowe, General Manager, Fairfield Hospital	✓		Ms Sonia Marshall, A/g Chief Executive	✓	

<p>Welcome & Meeting Evaluation Nomination</p>	<ul style="list-style-type: none"> The Chair welcomed members and executive staff, specifically Mr Crowe and Dr Charlesworth to the meeting. The Chair noted the Sustainability presentation to be an agenda item of importance. Action: The Chair noted that the Secretariat will coordinate site tours for Board members, in an out-of-session arrangement. Mr Bosotti agreed to undertake the meeting evaluation. 	Secretariat
<p>Town Hall Meeting</p>	<ul style="list-style-type: none"> The Chair invited reflections / observations of the Town Hall meeting; in response: <ul style="list-style-type: none"> Good interaction and engagement Valued the presence of community representatives Comments and questions reflected a commitment to growth Appreciated Mr Crowe’s proactive responses with actions to questions Communications strategy (staff and community expectations) for planning process is under development 	

<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, present and emerging. 	
<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 Prof White and seconded by Ms Murphy that the minutes of the Board meeting held on 24 April 2023 be accepted as a true and accurate record. The Motion was <u>CARRIED</u>. 	
<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"> Mr Crowe presented the story of a SWSLHD employee (for over 18 years in a complaints management role) who had been treated through the Fairfield Hand Clinic. The employee wrote to the General Manager, Fairfield Hospital to extend their appreciation for the care provided. 	
<p>6. Presentation Sustainability</p>	<ul style="list-style-type: none"> Dr Charlesworth presented <i>Healthcare's carbon addiction: It's time to quit</i>, highlighting: <ul style="list-style-type: none"> Climate change is a health issue <ul style="list-style-type: none"> The law NSW Government targets and policies Regulatory Health Financial Staff and community expectation NSW Health's net zero transition <ul style="list-style-type: none"> Future Health: Strategic Framework Nepean Hospital's carbon footprint International best practice Current NSW health initiatives (i.e. fleet strategy, Health Infrastructure, HealthShare The role of Boards <ul style="list-style-type: none"> Guidance Carbon foot printing Strategic Plan Appropriate resourcing KPIs Staff engagement & support 	

	<ul style="list-style-type: none"> • NSW Health Climate Risk & Net Zero Unit <ul style="list-style-type: none"> • Principles of sustainable healthcare <ul style="list-style-type: none"> • Keep people healthy, well & independent • Minimise low-value and harmful care • Decarbonise high-value care • Staff engagement • NSW Health Awards • Net Zero Leads Program (i.e. anaesthetics, allied health, ED, intensive care, medical imaging, nursing, pharmacy, surgery) • Sustainable Futures Innovation Fund • The Chair invited questions / discussion: <ul style="list-style-type: none"> • The SWSLHD Strategic Plan includes a strategic direction ‘Build a sustainable future’. • The SWSLHD Environmental Sustainability Framework to 2028, currently subject to consultation, includes priority areas, aligned to the SWSLHD and NSW Health strategic directions. • Related KPIs are included within the annual Service Level Agreement and reported via the Finance and Assets (Board) Committee. • Action: Consider a Board Sustainability Award, for presentation at the Annual Public meeting. • On behalf of the Board, the Chair thanked Dr Charlesworth for her informative presentation. 	Director, Media & Communicat ions
<i>Dr Charlesworth left the meeting at 4.45pm</i>		
7. Business Arising	<ul style="list-style-type: none"> • Nil Items 	
8. Presentation / Discussion Key Strategic Focus Area	<ul style="list-style-type: none"> • Nil Items 	
9. A/g Chief Executive’s Report 9.1. Significant Issues/ Performance	<ul style="list-style-type: none"> • Ms Marshall spoke to the Significant Issues Report, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> • Topping Out Ceremony for Stage 1 of the Liverpool Health and Academic Precinct • Strategies to support ‘Optimising Safe Quality Timely Patient Care’, including changes to non-critical meetings, events and training • Indigenous Voice to Parliament <ul style="list-style-type: none"> • The People and Culture Directorate and Aboriginal Health Unit are developing a plan to assist in providing information to staff and setting up appropriate support mechanisms for Aboriginal staff. 	

	<ul style="list-style-type: none"> • Action: In response to the Committee’s request for the Board to have a discussion regarding whether it should take a position on the Voice the Chair undertook to seek clarity at the June Council of Board Chairs meeting and provide feedback. 	Board Chair	
	<ul style="list-style-type: none"> • Ms Marshall spoke to the Performance Report, as circulated with the agenda and highlighted: <ul style="list-style-type: none"> • Safety & Quality <ul style="list-style-type: none"> • Clarified that detailed information about incidents is considered by the Health Care Quality & Safety Committee. • Action: Provide further information (to that provided in the Site Visit Itinerary) about the RANZCOG accreditation at Fairfield Hospital. • Finance Report <ul style="list-style-type: none"> • The comprehensive expenditure review • Access & Performance <ul style="list-style-type: none"> • Improved surgical performance • The League Table presenting performance data, including selected Tier 1 SLA KPIs by LHD (March 2023) was circulated with the agenda. • The League Table presenting performance data, including selected Tier 1 SLA KPIs by SWSLHD facilities (April 2023) was circulated with the agenda. • The Chair observed the appropriateness of the style of the report, noting the strategic responses to issues raised as good practice. 	General Manager, Fairfield	
9.2	Media & Marketing Report	<ul style="list-style-type: none"> • The Board NOTED the Media & Marketing Report, as circulated with the agenda. 	
9.3	Work Health & Safety Report (Mar, May, Aug, Nov)	<ul style="list-style-type: none"> • The Board NOTED the Workers Compensation and Work Health Safety Report, as circulated with the agenda. 	

9.4	Integrated Report – Strategy, Performance & Risk (Apr, Oct)	<ul style="list-style-type: none"> Item deferred. 	
10. Chairman’s Report			
10.1	Board Effectiveness Workshop & Board Strategy Session – 22.04.23: Draft Minutes Actions	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the draft minutes and actions arising from the SWSLHD Board Strategy & Effectiveness Workshop which was held on 22 April 2023. The need to focus on committees – reporting, outcomes and integration was noted. Prof Dickson noted that ‘population health’ matters, including data sets should also be considered. Action: The Chair undertook to circulate a paper to progress the actions for further consideration. 	Board Chair
10.2	SWSLHD Board Assyrian Resource Centre – Dinner	<ul style="list-style-type: none"> The SWSLHD Board <u>NOTED</u> the update regarding engagement initiatives with Assyrian Resource Centre. SWSLHD Board participants, including Mr Bosotti who was not listed agreed the collaboration was worthwhile. A follow up meeting between the Boards for later in 2023, hosted by the SWSLHD Board, is being planned by the Strategy & Partnerships Directorate. 	
<i>Prof Dickson, A/Prof Bhonagiri, Dr Ung, Ms Marshall, Ms Buttenshaw & Mr Crowe left the meeting at 5.30pm</i>			
10.3	In-camera session (Board Members Only)	<ul style="list-style-type: none"> An in-camera Board session was held. 	
<i>Prof Dickson, A/Prof Bhonagiri, Dr Ung, Ms Marshall, Ms Buttenshaw & Mr Crowe re-joined the meeting at 5.53pm</i>			
11. New Business		<ul style="list-style-type: none"> Nil items. 	

<p>12. Committees of the Board</p> <p>12.1 Health Care Quality & Safety</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 3 May 2023, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item - 7 – Presentation on Mental Health Safety & Quality priorities Item 12.1 – Ministry of Health Board Report – Quarter 4, 2022 Item 12.4 – Keeping Well in Community Evaluation Report Item 15 – Items for Noting – SWSLHD Clinical & Quality Council 	
<p>12.2 Aboriginal Health</p>	<ul style="list-style-type: none"> Ms Houston spoke to the highlights and minutes of the Aboriginal Health Committee meetings held on 20 April 2023, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 7 – Aboriginal & Torres Strait Islander Voice to Parliament – discussed in the A/g Chief Executive’s Report Item 8.1 – Aboriginal Child & Family Model of Care 	
<p>12.3 Audit & Risk Management</p>	<ul style="list-style-type: none"> Ms Murphy spoke to the highlights and minutes of the Audit and Risk Management Committee meeting held on 18 April 2023, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 7.4 – Interim Financial Statements <ul style="list-style-type: none"> Item 7.1 – Interim Financial Statement analysis for the period ended 31 March 2023 <ul style="list-style-type: none"> The Committee requested that the Employee Related Expenses’ is referred to the Board for consideration of a referral to the Workforce, Wellbeing & Culture Committee to undertake a review of the makeup of these expenses and the efficient use of staff Action: Progress the Committee’s referral to the Workforce, Wellbeing & Culture Committee 	<p>Secretariat</p>
<p>12.4 Finance & Assets</p>	<ul style="list-style-type: none"> Mr Roach spoke to the highlights and minutes of the Finance & Assets Committee meeting held on 21 April 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 7.1.1 – Executive Summary Update – Finance & Activity Item 7.1.3 – Executive Summary Update: Digital Health 	
<p>12.5 Workforce, Wellbeing & Culture</p>	<ul style="list-style-type: none"> Mr Haddad spoke to the highlights and minutes of the Workforce, Wellbeing & Culture Committee meeting held on 24 April 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 5.1 – AI Exit Interviews Items 6.2.1 & 6.2.2 – Recruitment Item 6.3.2 – Retention Data availability is challenging 	

12.6	Research, Teaching & Innovation	<ul style="list-style-type: none"> The next meeting is scheduled for 1 June 2023. 	
13. Other Committees – Summary Reports & Minutes			
13.1	Consumer & Community Council	<ul style="list-style-type: none"> Ms Harm spoke to the highlights and minutes of the Consumer and Community Council meeting held on 14 April 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 5.2 – Refresh and reflect – Community and Consumer Consultation in SWSLHD Item 8 – Speaker Presentation – Voluntary Assisted Dying Item 9 – SWSLHD Safety and Quality Accounts KPI’s The highlights and minutes of the Consumer and Community Council meeting held on 05 May 2023 were circulated with the agenda. 	
13.2	Medical Staff Executive Council	<ul style="list-style-type: none"> The next meeting is scheduled for 15 June 2023. 	
14. Items for Information			
14.1	Correspondence	<ul style="list-style-type: none"> The Board <u>NOTED</u> the Board Communique as circulated with the Agenda introducing the Research, Teaching and Innovation Committee. Prof White reported that as the Committee Chair an opportunity to review the Communique had not been provided. 	
14.2	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). 	
15. Other Business Without Notice		<ul style="list-style-type: none"> The Chair invited other business without notice: <ul style="list-style-type: none"> Ms Harm noted her and Prof White’s attendance at the Launch of the <i>Equity Framework to 2025</i>. Action: Publish the Framework – Diligent – Board – Resource Library - Plans 	Secretariat

<p>16. Meeting Evaluation</p>	<ul style="list-style-type: none"> • Mr Bosotti evaluated the meeting, highlighting: <ul style="list-style-type: none"> • Successful Town Hall meeting with good engagement • Valued diverse opinions expressed during in-camera session • Sustainability presentation was very interesting • Good participation and discussion • Time managed well 	
<p>17. Close / Next Meeting</p>	<ul style="list-style-type: none"> • The meeting closed at 6.25pm • The next meeting will be held on 26 June 2023 <ul style="list-style-type: none"> • 3:30-6:30pm – Board Room, District 	