

MINUTES

South Western Sydney Local Health District Board

Date: Monday 26 June 2023

Time: 3.30pm

Venue: Conference Rooms 1 & 2, Education Centre, Eastern Campus

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 (Acting Chair)	✓	
<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, Medical Staff Executive Council		✓	Mr Michael Dickinson, Director Digital Health	✓	
Mr Damian Harrington, Director Capital Works & Infrastructure	✓		Dr Mitchell Smith, A/g Director Population Health	✓	

<p>Welcome & Meeting Evaluation Nomination</p>	<ul style="list-style-type: none"> The A/g Chair welcomed members and executive staff to the meeting. Prof Dickson agreed to undertake the meeting evaluation. 	
<p>2. Acknowledgment of Country</p>	<ul style="list-style-type: none"> The A/g 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 Dickson and seconded by Mr Bosotti that the minutes of the Board meeting held on 22 May 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"> • Ms Larkin presented the story of a mother expressing appreciation for the care and treatment her son received at Liverpool Hospital, following an emergency attendance; specifically highlighting the care and treatment provided by the emergency department staff. • In response to Mr Bosotti’s request to replace the patient story with research and innovation highlights on a quarterly basis, it was considered appropriate for the Research, Teaching & Innovation Committee to highlight such matters via their Committee Report to the Board. A/Prof Bhonagiri suggested to present how the research being undertaken is transforming patient care. • Ms Harm noted the Health Beyond Research Showcase being held in September. 	
<p><i>Ms Sankovic joined the meeting at 3.30pm.</i></p>		
<p>6. Business Arising</p> <p>6.1 Fairfield Hospital – RANZCOG Accreditation</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Referral Note, circulated with the agenda, regarding Fairfield Hospital’s RANZCOG reaccreditation. • Action: Advise the specific College requirements and the actions being taken in response 	<p>GM Fairfield Hospital</p>
<p>7. Presentation / Discussion Key Strategic Focus Area</p>	<ul style="list-style-type: none"> • Not due. 	
<p>8. Chief Executive’s Report</p> <p>8.1. Significant Issues/ Performance</p>	<ul style="list-style-type: none"> • Ms Larkin spoke to the Significant Issues Report, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> • Industrial Action • Urgent Care Services • Federal Budget • 2023/24 service level agreement • NSW Health Advisory Council • Senior staff appointment – Internal Audit • Ms Larkin 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"> • Discussion regarding management of deteriorating patients, including AI, technology, research, communication, standardised protocols. • Access & Performance <ul style="list-style-type: none"> • A refreshed approach, including collaborative initiatives • Overview of the Ambulance matrix arrangements and the relationship with hospital role delineation • Surgical performance • The League Table presenting performance data, including selected Tier 1 SLA KPIs by LHD (April 2023) was circulated with the agenda. • The League Table presenting performance data, including selected Tier 1 SLA KPIs by SWSLHD facilities (May 2023) was circulated with the agenda. • Finance Report <ul style="list-style-type: none"> • YTD budget position & FYTD budget forecast • YTD NWAU activity 	
8.2	Media & Communications Report	<ul style="list-style-type: none"> • The Board <u>NOTED</u> the Media & Communications Report, as circulated with the agenda. • Ms Larkin reported that the Report is currently being refreshed to align with the Media & Communications Strategic Plan. 	
8.3	Work Health & Safety Report (Mar, May, Aug, Nov)	<ul style="list-style-type: none"> • Not due. 	
8.4	Integrated Report – Strategy, Performance & Risk (Apr, Oct)	<ul style="list-style-type: none"> • Item deferred. 	
9. Chairman’s Report			
9.1	Board Effectiveness Workshop & Board Strategy Session	<ul style="list-style-type: none"> • The Board <u>APPROVED</u> the actions arising from the Effectiveness Workshop & Strategy Session, including its strategic priorities, as circulated with the agenda. • Action: Include the actions on the Board Action List 	Secretariat
9.2			

	Stakeholder Engagement	<ul style="list-style-type: none"> The A/g Chair noted the joint Board event between SWSLHD and the Ingham Institute on 19.6.23 and invited reflections. Members in attendance were positive about the event; noting clarity provided regarding the relationship between the organisations. 	
9.3	Council of Board Chairs	<ul style="list-style-type: none"> The A/g Chair advised that the Council of Board Chairs meeting scheduled for 26.06.23 had been cancelled. 	
9.4	Correspondence	<ul style="list-style-type: none"> The A/g Chair reported correspondence received regarding arrangements for appointments to Local Health District & Specialty Network Boards. 	
<i>Dr Smith joined the meeting at 4.35pm</i>			
10. New Business			
10.1	Karitane	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the 2022/23 Service Agreement between SWSLHD and Karitane, as circulated with the agenda. Ms Larkin highlighted reasons for the delay in submission for endorsement, the budget efficiency review and the current capital project. Action: The Board Chair & Chief Executive to sign the Agreement 	Secretariat
11. Other Committees			
11.1	Medical Staff Executive Council	<ul style="list-style-type: none"> The A/g Chair advanced the MSEC report on the agenda and read Dr Ung's email providing apologies to the meeting and highlighting: <ul style="list-style-type: none"> Recruitment of junior medical staff <ul style="list-style-type: none"> Workforce data will be discussed at the August Workforce, Wellbeing & Culture Committee meeting Challenges with patient flow during the Winter period The highlights and minutes of the MSEC meeting held 15.6.23 were circulated with the agenda. 	
12. Committees of the Board			
11.1.1	Health Care Quality & Safety – Highlights & Minutes	<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 June 2023, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 9.1.2 – 'Safe Quality Care' – KPIs not meeting target Item 10.2.3 – Drug Health Services – Accreditation assessment 	
11.1.2			

<p>Keeping People Healthy: SWSLHD Prevention Strategy to 2028</p>	<ul style="list-style-type: none"> The Board <u>APPROVED</u> the Keeping People Healthy: SWSLHD Prevention Strategy to 2028, as circulated with the agenda and presented by Dr Smith. Action: Advise Population Health of the Board’s approval. The Board extended thanks to Dr Smith for his time and informative presentation. 	<p>Secretariat</p>
<p><i>Dr Smith left the meeting at 4.53pm</i></p>		
<p>11.2 Aboriginal Health</p>	<ul style="list-style-type: none"> Ms Harm spoke to the highlights and minutes of the Aboriginal Health Committee meetings held on 15 June 2023, as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 5.1 – My Experience Matters Data Item 5.1.1 – Adult Admitted Patient Survey Results 2022 Item 7 – ‘First Nations Voice’ to Parliament Item 9.2.2 – Aboriginal Workforce Update Action: In relation to Item 9.2.2 – The Committee to consider a referral (presentation by the Director, Aboriginal Health) to the Workforce, Wellbeing & Culture Committee 	<p>Ms Houston</p>
<p>11.3 Audit & Risk Management</p>	<ul style="list-style-type: none"> The Board <u>NOTED</u> the highlights and minutes of the Audit and Risk Management Committee meeting held on 16 May 2023, circulated with the agenda, which highlighted: <ul style="list-style-type: none"> Item 7.5.1 – Matters referred to the ICAC Item 4.1 – eHealth Chief Executive’s Report on Cyber Security & Data Protection 	
<p>11.4.1 Finance & Assets – Highlights & Minutes</p>	<ul style="list-style-type: none"> Prof Dickson spoke to the highlights and minutes of the Finance & Assets Committee meeting held on 18 May 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 7.1.1 – Executive Summary Update – Finance & Activity Item 7.1.4 – Executive Summary Update: Capital Works & Infrastructure Item 8.2 – Deep Dive – Capital Works & Maintenance Program Item 5.1 – Sustainability Committee 	
<p><i>Mr Dickinson joined the meeting at 5.07pm</i></p>		
<p>11.4.2 SWSLHD Digital Health Strategy</p>	<ul style="list-style-type: none"> The Board endorsed in principle, the SWSLHD Digital Health Strategy, as circulated with the agenda and presented by Mr Dickinson, subject to the following updates: <ul style="list-style-type: none"> Ensure virtual care is highlighted Include quantitative data aligned to elements as appropriate to the 3 horizons Action: Submit the final draft Strategy to the Chief Executive and Committee Chair for approval out of session 	<p>Mr Dickinson</p>

	<ul style="list-style-type: none"> The Board extended thanks to Mr Dickinson for his time and informative presentation. 	
<p><i>Mr Harrington joined the meeting at 5.22pm</i> <i>Mr Dickinson left the meeting at 5.32pm</i></p>		
11.4.3 SAMP / AMP	<ul style="list-style-type: none"> The Board APPROVED the 2023 SWSLHD submissions of the Strategic Asset Management Plan (SAM) and Asset Management Plan (AMP) to the MoH, as circulated with the agenda, recommended by the Committee and presented by Mr Harrington. Action: Advise Capital Works & Infrastructure of the Board’s approval. 	Secretariat
<p><i>Mr Harrington left the meeting at 5.41pm</i></p>		
11.4.4 SWSLHD Delegations Manual	<ul style="list-style-type: none"> The Board APPROVED the proposed revisions to the Delegations Manual, as circulated with the agenda. Action: Update the Manual and issue a communique advising appropriate officers. 	Secretariat
11.5 Workforce, Wellbeing & Culture	<ul style="list-style-type: none"> The A/g Chair spoke to the highlights of the Workforce, Wellbeing & Culture Committee meeting held on 26 June 2023, noting: <ul style="list-style-type: none"> The Committee will seek to be more strategic in the use of its time; with a deep dive on workforce, then a deep dive on culture – presented by guests relevant to the topic areas 	
11.6 Research, Teaching & Innovation	<ul style="list-style-type: none"> Prof White spoke to the highlights and minutes of the Research, Teaching & Innovation Committee meeting held on 1 June 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 6.1 – Ingham Institute presentation <ul style="list-style-type: none"> Need to develop the SWSLHD revised Strategy (the current Strategy concludes in 2023) Considering a further presentation at the next Committee meeting Item 8.2.1 – Education & Training Report Item 8.2.2 - Research Report 	
<p>13. Other Committees – Summary Reports & Minutes</p> <p>13.1 Consumer & Community Council</p>	<ul style="list-style-type: none"> Ms Harm spoke to the highlights and minutes of the Consumer and Community Council meeting held 2 June 2023 as circulated with the agenda, highlighting: <ul style="list-style-type: none"> Item 5.1 – Consumer and Community Engagement Workshop – reflection and review Item 6 – Presentation – Transforming your Experience 	

		<ul style="list-style-type: none"> Item 7 – Moving to virtual meetings for July and August to align with the Winter Strategy 	
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 from the Deputy Secretary, System Sustainability and Performance, NSW Health. 		
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 A/g Chair invited other business without notice: <ul style="list-style-type: none"> Nil items received 		
16. Meeting Evaluation	<ul style="list-style-type: none"> Prof Dickinson evaluated the meeting, highlighting: <ul style="list-style-type: none"> Good meeting Participation from all with interesting discussions that were strategic in nature Time allocation good, despite heavy agenda A number of matters endorsed 		
17. Close / Next Meeting	<ul style="list-style-type: none"> The meeting closed at 6.10pm The next meeting will be held on 24 July 2023 <ul style="list-style-type: none"> 3:30-6:30pm – Board Room, District 		