

Minutes for disclosure

Southern NSW Local Health District Board meeting

SDOC 23/8825

Meeting # 7/2023

Meeting Date: Tuesday 25 July 2023

Meeting Time: 1.45pm – 3.45pm

Meeting Location: Virtual / Nummerak Room, Peppertree Lodge, Queanbeyan

[Click here to join the meeting](#)

Attendance and declarations

Present

Beth Hoskins	Chair	Margaret Bennett	Chief Executive (CE)
Terry Clout, PSM	Deputy Chair	Fiona Renshaw	Executive Director Operations (EDO)
Leanne Barnes, OAM PSM	Board Member	Damien Eggleton	Director Mental Health, Alcohol and Other Drugs / Director People and Culture (DMHAOD/DDPC)
Jennie Gordon	Board Member	Sarah Wallace	Director Finance and Performance (DFP)
Dr Megan Keaney	Board Member	Alison Broadbent	Director Nursing, Midwifery and Clinical Governance (DNMCG)
Dr Duncan MacKinnon	Board Member	Dr Elizabeth Mullins	Executive Director Medical Services (EDMS)
Dr Vennassa Wong	Board Member	Brad Scotcher	General Manager, Coastal Network (GM-C)
		Sarah Galton	General Manager – Corporate Services and Projects (GM- CSP)
		Kavi Gunaseelan	Director Operational Performance

In Attendance [Teleconference / Videoconference]

Narelle Davis	Board Member
Nicola Yates	Director Project Management and Commissioning (DPMC)
Vanessa Barratt	Manager Media and Communication (MMC)
Jen Spain	Director Governance Risk and Audit (DGRA)
Lou Fox	Director Integrated Care and Allied Health (DDICAH)
Brian Bonham	General Manager, Inland Network

Apologies

Ken Crofts	Board Member
Geoff Kettle	Board Member
Margaret Lyons	Board Member
Dr Suyin Tan	Co-Chair Medical Staff Executive Council (CMSC)
Jac Ducat	Chief Information Officer (CIO)

Agenda items

Item 1: Welcome

Item 1.1: Welcome and Acknowledgment of Country

The meeting was declared open at 1.46pm. The Chair acknowledged the traditional custodians of the lands encompassed by Southern and paid respects to Elders past, present and emerging.

The Chair welcomed Health Infrastructure's Executive Director Rural and Regional, Amanda Bock and Senior Project Director, Matt Malone to the meeting.

Item 1.2: Declarations of Interest

All Board members were asked to provide details of any pecuniary interests, Conflicts of Interest or Director Related Transactions to the Secretariat. The register was last updated in April 2023. No new declarations were made.

Item 2: Presentations

2.1 Action 47/2022 – Health Infrastructure Presentation – Eurobodalla Regional Hospital and Batemans Bay Community Health Centre update.

Health Infrastructure (HI) Executive Director Rural and Regional, Amanda Bock and Senior Project Director, Matt Malone provided an overview of HI projects in the District.

Eurobodalla Regional Hospital (ERH) project – A high level summary of the project was provided, detailing the inclusions of the project.

Multiplex appointed as Early Contractor Involvement (ECI) contractor, detailed design development is underway, approval and construction is scheduled to commence in 2023.

Batemans Bay Community Health facility – Planned services were detailed. These will provide complementary services and be fully integrated with ERH.

Goulburn Hospital and Health Service – Final works and the ANU Clinical Training Facility will be completed by the end of 2023.

Cooma Hospital redevelopment – ongoing works were detailed with project completion expected in 2024.

Key Worker Accommodation – Planning for construction of 12 units on the Cooma Hospital site is underway with main works to be completed late 2024.

Amanda Bock and Matt Malone left the meeting at 2.46pm

2.2 Voluntary Assisted Dying legislation implementation update

EDMS provided an overview and update on implementation of the Voluntary Assisted Dying (VAD) legislation, detailing background, process and eligibility.

Item 3: Confirmation of Previous Minutes

Item 3.1: Confirmation of Minutes of Meeting on 27 June 2023

The Minutes of the Board meeting held on 27 June 2023 were accepted as a true and accurate record.

Item 3.2: Confirmation of Minutes for Disclosure of Meeting on 27 June 2023

The Minutes for disclosure of the Board meeting held on 27 June 2023 were accepted as a true and accurate record.

Item 4: Actions from Previous Meetings

Item 4.1: Action Log

The Board reviewed the outstanding action list.

Item 5: Leadership

Item 5.1: Chief Executive update

The CE advised that her summary had been provided at the Performance Committee meeting on 25 July. An item continuing to be of interest to the Local Member and the community is Radiation Therapy.

Executive Director Operations provided an update of the 6-month pilot of the Virtual Rural Generalist Service (VRGS) which went live at Braidwood in mid-July. Feedback to date has been positive. Community consultation has commenced with a series of sessions available to members of the community to introduce them to the service.

VRGS Doctors have been contracted to be on site 25% of the time to support a positive patient relationship.

Item 5.2: Board Chair update

The Board Chair noted her disappointed to have missed the Excellence Awards and congratulated those who organised the event, noting the great feedback about the event received from attendees. She congratulated all nominees and the award winners.

The Chair also thanked all involved in the Quinquennium process including staff, MDAAC members and Board members. This was a significant project and required an enormous contribution from all involved.

Item 6: Patient story

Item 6.1: Patient Story – Integrated Care and Allied Health

A patient story about an experience of care of a woman with colorectal cancer which focussed on the importance of care navigation, and engagement and communication was provided to members and noted by the Board.

Item 7: Discussion and endorsement

Item 7.1: Action 20/2023 – Subcommittee Terms of Reference

The Performance Committee and Community Engagement Committee Terms of Reference were endorsed.

The Community Engagement Committee Terms of Reference are to be reviewed and returned to the Board for endorsement.

Item 7.2: Board Charter

Board members discussed and endorsed the Board Charter.

Item 7.3: Elevate / Nine Principles

Board members discussed and endorsed the Nine Principles.

Item 7.4: 2023/2024 Operational Plan

The Operational Plan was endorsed by the Board with quarterly updates to be provided.

Item 7.5 - Draft Clinical Services Plan

The CE stressed the importance of reviewing the Clinical Service Plan (CSP) to ensure all planned works are captured.

The Board agreed that the District should proceed with engagement activities, with the Board to further consider the CSP at the August Board meeting.

Item 7.6 - Draft Environmental Sustainability Plan

GM-CSP advised that the Draft Plan will be launched as a draft at the Leadership Forum 26 July 2023. Quarterly reporting on the Plan will be provided to the Board.

Item 7.7 – Delegations manual update

Minor additions were made to the District's Delegation Manual. These changes were endorsed at the Performance Committee meeting 25 July 2023 and approved by the Board.

Item 8: Items for information

Item 8.1: Board Correspondence summary

Tabled.

Item 8.2: 2023 Board Meeting Schedule

The Board agreed that the Annual Public Meeting will be held in Cooma on the evening of Monday 27 November.

Item 8.3: 2023 Board workplan

Tabled.

Item 8.4: Action 05/2023 – Goulburn Hospital ED waiting room design

Tabled.

Item 8.5: Regional Health Plan – NSWLHD working group update

Tabled.

Item 8.6: HWL Ebsworth Law Firm data breach

Tabled.

Item 8.7: Infrastructure update

Tabled.

Item 8.8: Delegate Multipurpose Service role delineation change

Tabled.

Item 8.9: Q23/157 Parliamentary Inquiry into NSW Government's use and management of consulting services

Tabled.

Item 8.10: Excellence Awards update

Tabled.

Item 9: Accountability

Item 9.1: Medical and Dental Appointments Advisory Committee

Tabled.

Item 9.2: Health Care Quality Committee

Tabled.

Item 9.3: Audit and Risk Committee

Tabled.

Item 9.4: Performance Committee

Tabled.

Item 9.5: People and Culture Committee

Tabled.

Item 9.6: Community Engagement Committee

Tabled.

Item 9.7: Aboriginal Health Governance Committee

Tabled.

Item 9.8: Finance report

The report was noted and was discussed at the Performance Committee meeting on 25 July 2023

Item 10: Business without notice

Nil

Item 11: Board meeting review

Item 11.2: Summary of key themes

No review took place.

Meeting Close

The meeting closed at 3.45PM

Next Meeting

The next meeting will be held on 22 August 2023.