

Central Adelaide Local Health Network Governing Board

Meeting: 7 June 2023

MINUTES

Item No.	Item	Discussion	Action Ref No.
1.	Board Gemba		
2.	Meeting Opening Acknowledgement of Country	<i>"We would like to acknowledge this land that we meet on today is the traditional land of the Kurna people, and that we respect their spiritual relationship with their country. We also acknowledge that the Kurna people are the custodians of the Kurna land and that their cultural and heritage beliefs are still important to the living Kurna people today".</i>	
2.1.	Welcome Attendance of Board members: In attendance: Invited Guests: Apologies:	<p>The meeting commenced at 11.00am with the Chair providing an Acknowledgement to Country and the Chair welcoming all Committee members and meeting attendees.</p> <p>Mr Raymond Spencer (Chair), Adj Professor Mick Reid, Professor Justin Beilby, Professor Judith Dwyer, Mr Gavin Wanganeen (<i>joined meeting at 11.08am</i>), Ms Ingrid Haythorpe, Mr Peter Hanlon, Dr Peter Subramaniam (Observer) and Mr Rick Perse (Under Treasurer, Department for Treasury & Finance – <i>joined meeting at 1.15pm, departed meeting at 2.30pm</i>).</p> <p>Professor Lesley Dwyer (CEO – <i>joined meeting at 12.50pm</i>), Dr Kathryn Zeitz (Deputy CEO and ED, Clinical Governance), Ms Julia Knight (General Counsel & Corporate Secretary), Mr Chris Preston (ED, Finance & Business Services), Ms Rachael Kay (ED, Operations & Performance) and Ms Lauren Letton (Manager, Intergovernmental Relations).</p> <p>Ms Georgina Pearce (Consumer Partnering & Community Engagement Consultant – <i>attended for item 3.1 and 5.2</i>), Ms Marcelle Borland (Nurse Consultant, Behavioural Assessment & Response Team – <i>attended for item 3.1</i>), Ms Shannon Ryan (A/Clinical Program Delivery Manager, Acute & Urgent Care – <i>attended for item 3.1</i>) and Adj A/Prof Julie Hartley-Jones (GED, SCSS – <i>attended for item 5.4 and 5.5</i>).</p> <p>Nil.</p>	
2.2.	Jane Yuile	The Chair acknowledged the loss of fellow Board Member Jane Yuile and read a statement acknowledging her life and significant contributions to the important work undertaken by the CALHN Governing Board.	

2.3.	Conflict of Interest Disclosures	Peter Hanlon declared a conflict of interest in relation to his consulting role with the Department for Premier and Cabinet's (DPC) Premier's Delivery Unit. This team conducts deep dives into Government departments and agencies. <i>Action: The Board Secretariat to record Peter Hanlon's conflict of interest regarding his consulting role with DPC's Premier's Delivery Unit in the Declaration of Interests Register.</i>	01.
2.4.	Confirmation of Agenda / Any Other Business	Members confirmed the agenda and advised no additional items for the meeting.	
2.5.	Confirmation of Previous Minutes	The committee endorsed minutes from the previous meeting, held 5 April 2023.	
2.6.	Action List	The status of each action item was noted.	
3. Connection to Purpose			
3.1.	Patient Story: Behavioural Assessment & Response Team	<i>The Consumer Partnering & Community Engagement Consultant, Nurse Consultant (BART) and A/Clinical Program Delivery Manager (Acute & Urgent Care) attended for this item.</i> The Consumer Partnering & Community Engagement Consultant provided an overview of purpose, benefits and governance for collecting patient stories, including the development of a patient story library. The Nurse Consultant, Behavioural Assessment & Response Team and A/Clinical Program Delivery Manager, Acute & Urgent Care presented Jodi's patient story. Jodi's patient story is from the perspective of a family member who worked alongside CALHN's Behavioural Assessment & Response Team (BART) to coordinate an operation for her brother with complex behaviours.	
4. Strategic Discussion			
4.1.	CEO Report	The Board noted the CEO Report. The CEO provided an update to the Board in relation to the Chief Executive Ward Rounding Direction. The CEO provided a brief overview of the draft Clinical Strategy. The Board approved the strategy to be released for wider circulation and review. The CEO reported on the launch of CALHN's second innovate Reconciliation Action Plan, including the launch of CALHN's inaugural Reconciliation Cup. The CEO reported on the university merger discussions between the University of Adelaide and the University of South Australia.	
4.2.	Finance Report	The ED, Finance & Business Services presented the Finance Report (April 2023), including the forecast End-of-Year result. The Board noted the recent improvement in Length of Stay. The CEO provided a brief update on the funding mechanism for Digital Front Door.	



5. <i>Matters for Discussion</i>			
5.1.	Annual Safety & Quality Account	<p>The Deputy CEO and ED, Clinical Governance presented the Annual Safety & Quality Account. The report summarises CALHN's status against 'National Standard 1 Clinical Governance' and 'Standard 2 - Partnering with Consumers' and details a snapshot of improvement activities addressing the two Standards.</p> <p>The Committee approved the Annual Safety & Quality Account.</p>	
5.2.	Consumer Strategy	<p><i>The Consumer Partnering & Community Engagement Consultant attended for this item.</i></p> <p>The Consumer Partnering & Community Engagement Consultant presented the draft 2023-2028 Consumer Strategy. The strategy aims to articulate who CALHN consumers are and what they expect when interacting with healthcare providers.</p> <p>The Board noted the strategy is intended to be an overarching document to bring together the aims of both the Consumer Partnering & Consumer Engagement Framework and the Consumer Experience Framework.</p> <p>The Board approved the 2023-2028 Consumer Strategy with minor amendments.</p>	
5.3.	Service Agreement	<p>The ED, Operations & Performance provided a summary of the draft 2023-24 Service Agreement and Key Performance Indicators (KPIs) received from the Department for Health and Wellbeing (DHW).</p> <p>The Board noted that several crucial sections of the Service Agreement, including 'Part B: Government Commitments' and 'Part F: Funding and Commissioning Activity' are yet to be provided by DHW.</p>	
5.4.	Statewide Clinical Support Services Governance Structure	<p><i>The GED, Statewide Clinical Support Services (SCSS) attended for this item.</i></p> <p>The GED, SCSS provided an overview of the updated SCSS Committee Terms of Reference. The changes provide for a more independent governance structure for SCSS decision making and a balance of LHN representation on the Committee.</p> <p>The Board approved the updated Terms of Reference with a minor amendment. A clause is to be added to allow an alternate Board Member to attend meetings in the event of a conflict of interest or absence.</p> <p><i>Action: The General Counsel & Corporate Secretary to update the SCSS Terms of Reference to allow an alternate Board Member to attend meetings in the event of a conflict of interest or absence.</i></p>	02.
5.5.	Committee Reports: <ul style="list-style-type: none"> - Statewide Clinical Support Services (Focus) - Audit & Risk Committee - Clinical Governance - AusHealth 	<p><i>The GED, SCSS attended for this item.</i></p> <p>The following Committee Chairs presented reports on the work of their Board Committees.</p> <p><i>Statewide Clinical Support Services (SCSSC) –</i></p> <p>The SCSSC Chair reported on the recent SCSSC meeting, including the following:</p> <ul style="list-style-type: none"> • SA Pathology cluster incident • Proposed changes to SCSS key performance indicators for the 2023-24 Service Agreement • SCSS Risk Report • SA Pathology new laboratory project • BreastScreen SA (Flinders Street) 	



		<ul style="list-style-type: none"> • Financial Modelling Review Implementation • SA Pharmacy Aboriginal Health Strategic Plan launch (16 May 2023) • World Oral Health Day (20 March 20223) • Scholarship Award for Women’s Leadership Development • Research Partnership between SA Pathology Women’s and Children’s Hospital, University of South Australia and Australian Genomics. • COVID-19 testing • Synergy program update <p><i>Audit & Risk Committee (ARC) –</i></p> <p>The ARC Chair reported on the recent ARC meeting, including the following:</p> <ul style="list-style-type: none"> • Appointment of a Co-Source Internal Audit Partner • Recommendations Register • Strategic risk and compliance update <ul style="list-style-type: none"> ○ Draft Strategic Risk for Cyber Security ○ Draft Strategic Risk for Environmental Sustainability • Internal Audit Process Report 2022-23 • EY Internal Audit Report: Budget Management Process & Controls Review • Endorsement of the FY24 Internal Audit Plan • DHW ARC Terms of Reference Update • CALHN Risk Appetite Review <p>The Board approved the FY24 Draft Internal Audit Plan.</p> <p><i>Clinical Governance Committee (CGC) –</i></p> <p>The Committee Chair reported on the recent CGC meeting, including the following:</p> <ul style="list-style-type: none"> • Accreditation readiness • Access to Care Taskforce • Quality Plan • Quality Account • Medical College Accreditation • Consumer Strategy • Hospital Acquired Complications <p>The Board noted a mock accreditation has been scheduled to test communication strategies and further institutionalise readiness for accreditation.</p> <p><i>AusHealth –</i></p> <p>The Committee Chair provided an update on the recent AusHealth meeting, including the following:</p> <ul style="list-style-type: none"> • AusHealth activities • AusHealth Hospitals • AusHealth Research • AusHealth Reconciliation Action Plan 	
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		<ul style="list-style-type: none"> • Change of employer to AusHealth Hospital Research Fund • Finance discussions <p>The Committee Chair advised that the AusHealth CEO will attend the Governing Board meeting in August 2023 to present on the contribution of AusHealth, its relationship to commercialisation activity and the AusHealth Strategy.</p>	
6. Matters for Noting			
6.1.	Workforce Report	The Workforce Report was noted.	
6.2.	Performance Reporting	The Performance Report was noted.	
7. Executive Session			
		The Board held an Executive Session.	
8. Meeting Close			
8.1.		<i>Meeting closed at 2:35pm.</i>	

Signed: 

Raymond Spencer, Chair

Date:02/08/2023.....



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Vale Jane Yuile

It is with a heavy heart that we acknowledge the death of one of our most remarkable board members, Jane Yuile.

Jane died at the RAH, and I want to pass on the thanks of our Board to those who provided such expert and compassionate care to her and to her family.

Jane was passionate about the quality of healthcare, having experienced a long stay in hospital and particularly rehabilitation at Hampstead following a life-changing accident five and a half years ago that left her a quadriplegic and dependent on support.

However, in true Jane style, this accident did not define her, nor in any way did it impede her fierce intellect. She continued to contribute to corporate life not only at CALHN, but also at ANZ, where she was the State Board Chair, and on the boards of the Adelaide Airport and the Art Gallery of South Australia. Jane had previously been the chair of the Return to Work SA Board.

Jane was a member of our Finance Committee, and she had an understanding of finance that few others could emulate. We experienced her targeted line of questioning and ability to get to the heart of the issue whenever we met, always in a way that showed she wanted the best for CALHN and understood the complexities of healthcare.

Jane leaves her husband, Ian and 2 adult children, Libby and Peter. Jane was both a dear personal friend and a deeply supportive colleague. I know that we will find replacing Jane on the Board extraordinarily difficult, as she had such a unique set of skills and an attitude of positivity that was remarkable.

I will leave you with two quotes from Jane made in 2019, which in many ways, sum up our most amazing colleague and friend:

"Work helps remind me I am still who I was. It gives me a sense of purpose – it makes me feel good about myself."

"I feel sad when I think about the fact I can't hug anyone. There is so much I can't do – but on the other hand, there is so much I can do."

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