

**Eyre and Far North Local Health Network
GOVERNING BOARD MEETING MINUTES**

**Thursday 26 October 12.30m – 3pm
Ceduna Hospital + Teams**

Name	Position/Title	Attendance	Item
Michele Smith	Chair	P	All
Leanne Dunchue	Member	P	All
Jamie Siviour	Member	P	All
Dr David Mills	Member	P	All
Christine Thyer	Member	A	All
Trevor Smith	Member	P	All
Chris Sweet	Member	P	All
Peter Auhl	Member	P	All
Attendees			
Julie Marron	Chief Executive Officer EFNLHN	P	All
Judy Pink	Interim Chief Finance Officer EFNLHN	P	All
Jane Robinson	Director Governance and Strategy EFNLHN	P	All
Guests			
Dr Susan Merrett	Executive Director Medical Services	P	All
Sharon Ryan	Executive Director Community and Allied Health	P	Item 1.1 to 3.1
Apologies			
Christine Thyer	Board Member		

We acknowledge and respect the traditional custodians whose ancestral lands we are meeting upon today.
 We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country.
 We also pay respect to the cultural authority of Aboriginal people visiting/attending from other areas of South Australia present here.

Eyre and Far North Local Health Network GOVERNING BOARD Meeting Minutes 26/10/2023		
	Agenda Item	Discussion Points
1.	OPENING	Meeting opened at 12.30pm, with quorum
	1.1 In Camera Discussion	<ul style="list-style-type: none"> Started at 12.30pm, ended at 12.55pm.
	1.2 Welcome and Apologies	<ul style="list-style-type: none"> Acknowledgement of Country. C. Thyer apology.
	1.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> No updates.
	1.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> Confirmed, move by C. Sweet, seconded by P. Auhl, agreement to Minutes being signed by the Chair.
	1.5 Actions from previous Minutes	<ul style="list-style-type: none"> Reviewed and confirmed. Board agreed to defer consideration of Community Pharmacy contract arrangements to a future meeting. Board sought that work continue on a Master Plan for the redevelopment of the Emergency Department at Port Lincoln Hospital.
	1.6 Notification of Other Business	<ul style="list-style-type: none"> No items raised.
	1.7 Patient Story	<ul style="list-style-type: none"> Board members reflected on a workshop held adjacent to the Board meeting and their positive interactions with residents at the Ceduna aged care facility, and complimented staff for their warm welcome and caring and professional approach with residents.
2.	MATTERS FOR DECISION	
	2.1 Financial Delegation and Schedules six-monthly Review	<ul style="list-style-type: none"> Board noted a small number of additions and approved the updated Delegations and Schedules.
	2.2 Aged Care Provider Annual Reporting and Board Declaration	<ul style="list-style-type: none"> Board considered the first EFNLHN Aged Care Provider Annual Report and clarified that it covered only the Health Care Packages Service, not other parts of aged care services. Board approved the Report and the Chair to sign a declaration on behalf of the Board, to fulfil the Aged Care Quality and Safety Commission's reporting requirements.

3.	MATTERS FOR DISCUSSION	
	3.1 Medical Practices Business Improvement Plan Update	<ul style="list-style-type: none"> • Board discussed a suite of Key Performance Indicators (KPIs) to measure and monitor the performance of the EFNLHN-owned medical practices, as part of business improvement planning. • Board sought quarterly reporting against the KPIs to support improved management of cost pressures created by the medical practices, which remained unfunded.
	3.2 Intermediate Care Transition to ABF Update	<ul style="list-style-type: none"> • Board noted the progress report, with auditing processes indicating that the LHN was on track to achieve at least the \$5.1 million for 2022-23 activity in 2023-24. • Tier 1 Finance and Performance Committee Chair, L. Dunchue, also reassured the Board that the Committee was monitoring progress monthly.
	3.3 NSQHS Standards Accreditation Preparation	<ul style="list-style-type: none"> • Board noted the LHN's progress with preparation for NSQHSS accreditation, including: <ul style="list-style-type: none"> ○ learning from other regional LHNs which had been through short notice assessment this year ○ collection of evidence in a central monitoring tool provided by the Australian Commission on Safety and Quality in Health Care, which owned the Standards ○ revamp of the staff intranet and contents to improve access to evidence for staff ○ Board agreed that Chair M. Smith would be available for the Standard 1 (Clinical Governance) assessment and T1 Consumer, Community and Clinician Engagement Committee Co-Chair, J. Siviour, for Standard 2 (Partnering with Consumers).
	3.4 CEO First 100 Days Plan 3.4.1 100 Days Plan Update	<ul style="list-style-type: none"> • Board noted that the 100 Day Plan was on track and supported: <ul style="list-style-type: none"> ○ adding Medical, Nursing and AHP education and training organisation leads to stakeholder engagement activities ○ conducting 360 degree evaluations with Executive Team members to support individual growth and leadership development. • Board discussed plans to: <ul style="list-style-type: none"> ○ strengthen the clinical workforce with additional funding from the Rural Workforce Strategy, covering Enrolled and Registered Nurses and Midwives, and Allied Health Professionals. ○ develop a savings plan, which had been requested by the Department for Health and Wellbeing; Board sought oversight of the final version of that plan ○ introduce a fifth Board Committee focused on digital innovation.

	<p>3.4.2 Governance Structure Revision</p> <p>3.4.3 Staff Thanksalot! November</p>	<ul style="list-style-type: none"> • Board discussed plans to further strengthen the LHN’s governance structure in the New Year, seeking that a proposed new Committee to monitor and report on Aboriginal Health outcomes become a Tier 2 Committee reporting directly into the Tier 1 Clinical Governance Committee. • Board noted that a staff recognition and reward program of activities was imminent, as part of the CEO’s 100 Day Plan, with the rollout of the Thanksalot! ceremonies across the LHN, to thank and recognise staff for their service.
	<p>3.5 Chief Executive Officer Report</p> <p>3.5.1 CEO Report October 2023</p> <p>3.5.2 EFNLHN Performance Report October 2023</p> <p>3.5.2.1 EFNLHN Performance Report October 2023 (Sept 2023 data) + Traffic Light Report</p> <p>3.5.3 Executive Committee Summary August 2023</p>	<ul style="list-style-type: none"> • Board noted the Report, including that discussions were continuing about: <ul style="list-style-type: none"> ○ Legal advice relating to how locums are paid at EFNLHN-owned medical practices ○ status of local consultation and planning relating to Streaky Bay Medical Clinic. • Board noted the Report and that the LHN was focused on improving rates of mandatory training and completion of performance and development reviews, which remained below target and also needed to improve for accreditation. • Summary noted
	<p>3.6 Finance Report</p> <p>3.6.1 Finance Report October 2023</p>	<ul style="list-style-type: none"> • Board noted the Report, including that spending on agency staff remained high but had plateaued since the last Finance Report to the Board.
	<p>3.7 Board Committees</p> <p>3.7.1 Finance and Performance Committee</p> <p>3.7.2 Clinical Governance Committee</p>	<ul style="list-style-type: none"> • Committee Minutes noted. • Committee Minutes noted.

	<p>3.7.3 Audit and Risk Committee</p> <p>3.7.4 Consumer, Community and Clinical Engagement Committee</p>	<ul style="list-style-type: none"> • Meeting not scheduled. • Committee Minutes noted, including that the Central Eyre Services Plan co-design process had started.
	<p>3.8 Chairperson Update</p> <p>3.8.1 Update</p> <p>3.8.2 Annual Public Meeting Planning</p> <p>3.8.3 Board Effectiveness Review Reminder</p>	<ul style="list-style-type: none"> • Chair's update noted, including that a new Chair of the joint LHN Chair and CEO meetings had been appointed, who had formally been Chair of Southern Adelaide Local Health Network. • Noted. • Noted.
4.	MATTERS FOR NOTING	
	<p>4.1 EFNLHN Self Generated Briefings</p> <p>4.1.1 Potential GP Earnings</p> <p>4.1.2 Ceduna Renal Dialysis Unit Resourcing</p>	<ul style="list-style-type: none"> • Board noted the briefings
	<p>4.2 LHN CEO Briefings</p> <p>4.2.1 ICAC Integrity Trade Off – An Update on Troubling Ambiguity Governance in SA Health</p> <p>4.2.2 Rights of Private Practice Billing</p>	<ul style="list-style-type: none"> • Board noted the briefings.
	4.3 EFNLHN Reconciliation Action Plan INNOVATE	<ul style="list-style-type: none"> • Noted
	<p>4.4 Major Correspondence</p> <p>4.4.1 RSS Governance Committee Minutes 13 September 2023</p>	<ul style="list-style-type: none"> • Noted
5.	OTHER BUSINESS	
	5.1 Other Business from Item 1.6	<ul style="list-style-type: none"> • Nil.
6.	MEETING FINALISATION	
	6.1 Review actions to be taken	<ul style="list-style-type: none"> • Noted.
	6.2 Meeting Evaluation	<ul style="list-style-type: none"> • Completed.
	6.3 Agenda items for next meeting	<ul style="list-style-type: none"> • Noted.
	6.4 Meeting Close	<ul style="list-style-type: none"> • Meeting closed.

Next Meeting:

14 December 2023, Port Lincoln Hospital Main Conference Room 1pm – 4pm + Annual Public Meeting 5.30pm – 6.30pm Port Lincoln Yacht Club

Minutes approved

A handwritten signature in black ink, appearing to read 'Michele Smith', written over a horizontal line.

Michele Smith
Chair, Eyre and Far North Local Health Network
14 December 2023