

## LIMESTONE COAST LHN GOVERNING BOARD MEETING MINUTES

**Meeting Date:** 27 June 2022 10:45am – 3:30pm

**Location:** Naracoorte Health Service (NHS)

**Acknowledgement of Country:** Limestone Coast Local Health Network acknowledges Traditional Custodians of Country throughout the region and recognises the continuing connection to lands, waters and communities. We pay our respects to Aboriginal and Torres Strait Islander cultures; and Elders past and present.

**Board Members:** Chair: Grant King (GK)  
Lindy Cook (LC)

Andrew Birtwistle-Smith (ABS)  
John Irving (JI)

Glenn Brown (GB)  
Dr Anne Johnson (AJ)

Dr Andrew Saies (AS)

**Members:** Ngaire Buchanan (NB)  
Tjaart van der Westhuizen (TV)

Dr Elaine Pretorius (EP)  
Angela Miller (AM)

Dr Darren Clarke (DC)  
Hannah Morrison (HM)

Akhil Kapoor (AK)  
Alex Govan (AG)

**Guests:** Kelly Borlase (KB), Project Manager Keith and District Hospital Transition, LCLHN  
Pam Schubert, Executive Officer/Director of Nursing & Midwifery, Naracoorte Health Service  
Barrie Moyle, Presiding Member, Naracoorte Area Health Advisory Council  
Robert Netherton, Community Representative, Naracoorte Area Health Advisory Council

**Secretariat:** Angela Miller, Director Governance & Planning

### 1. IN CAMERA SESSION

**IN CAMERA SESSION – 10:45am – 11:30am**

**RESOLUTION**

An overview was provided in relation to an In Camera discussion held regarding Orthopaedic services in the Limestone Coast Local Health Network (LCLHN), with the Governing Board reiterating their support for the approach taken by the LCLHN senior executive team, and for any necessary changes to be implemented to ensure the desired standard in workplace culture is achieved.

### 2. MEETING OPENING

Item	Topic	Discussion
2.1	Acknowledgement of Country	GK provided an Acknowledgement of Country.

2.2	Apologies	Apologies were provided for Glenn Brown and Andrew Birtwistle-Smith, members of the LCLHN Governing Board.
2.3	Introduction	GK provided an introduction to the meeting of the LCLHN Governing Board.
2.4	Director Conflict of Interest Disclosures	Nil Conflicts of Interest (COI) disclosures were provided.
2.5	Confirmation of previous meeting minutes and actions	The minutes of the meeting held on 30 May 2022 were noted and were accepted as a true and accurate reflection of the meeting held. The consolidated actions list was noted, and an update was provided on key action items.
<b>3.</b>	<b>BOARD CHAIR REPORT</b>	
3.1	Report from Grant King, Board Chair	GK provided an overview in relation to key discussions with the LCLHN CEO relating to business operations at Moreton Bay House in Naracoorte, the Keith & District Hospital and the Orthopaedic service in Mount Gambier. The staff of the LCLHN were commended for their commitment during challenging times and for the work across these key areas of business for the LCLHN.
<b>4.</b>	<b>LIMESTONE COAST LHN REPORTS</b>	
4.1	CEO Report a) General update	The CEO Report – General Update was noted, and key topics from the report were discussed, including: <ul style="list-style-type: none"> <li>• Acknowledgement of the support provided by the Governing Board to assist in key decision-making for the LCLHN business operations.</li> <li>• Discussions held with the City of Mount Gambier Council in relation to GP availability and access to after hours support for consumers across the Limestone Coast, and further considerations regarding an opportunity for the LCLHN to partner with GP services to reduce lower acuity patients presenting at the hospital.</li> <li>• An opportunity for a Rapid Access Clinic which would make staff specialists available to provide support and advice to local GPs.</li> <li>• The recent visit by the Minister for Health &amp; Wellbeing (MHW) and the Chief Executive of SA Health during Country Cabinet on 8 &amp; 9 June 2022, including the discussions relating to the election commitments for the Limestone Coast region.</li> <li>• Funding of election commitments for health related services in the region, and the potential impact on asset sustainability across the LHN as a result of the determination of funding.</li> <li>• The continued service impacts across the LHN relating to resourcing levels and furloughed staff as a direct result of COVID-19.</li> </ul>

	b) Performance Reporting Summary April 2022	The Chief Finance Officer (CFO) provided a summary of key points from the April 2022 Finance Report, including the End of Year (EOY) Net Adjusted Result (excluding revaluations), reported to be \$10.0m unfavourable to budget, noting an improvement of \$0.5m from the previous reporting period.
	c) Key Performance Indicator (KPI) Summary April 2022	<p>The Key Performance Indicator (KPI) Summary April 2022 was noted and key updates were provided including:</p> <ul style="list-style-type: none"> <li>• Progress on a Theatre Review undertaken at MGDHS which had identified inconsistencies with scheduling and the management of elective surgery cases across the LHN, further highlighting support for the implementation of the Theatre Management Software, System View.</li> <li>• The need to ensure vision of the true demand of theatre services and engage Visiting Medical Specialists (VMS) in the implementation of System View was highlighted, with confirmation the LHN is unable to see the bookings completed offsite by the VMSs.</li> <li>• The closure of the Mount Gambier Private Hospital (MGPH) and the need to develop a strategy to support the management of private theatre patients in the MGDHS.</li> <li>• The intent of the LHN to invest in additional theatre equipment and regionalise theatre bookings across speciality services in the Limestone Coast was discussed.</li> <li>• Benchmarking for Moving on Audits (MoA), the quality of the auditing required and the opportunity for greater utilisation of this tool to support accreditation preparation.</li> </ul>

**5. KEITH & DISTRICT HOSPITAL TRANSITION**

5.1	Health Care Hub Transition Plan	<p>Kelly Borlase (KB), Project Manager Keith and District Hospital Transition, LCLHN, joined the meeting to provide an update in relation to the Keith &amp; District Hospital (KDH) Transition Plan.</p> <p>An overview was provided in relation to key project topics including:</p> <ul style="list-style-type: none"> <li>• A recent meeting with the Minister for Health &amp; Wellbeing and Nick McBride, Member for Mackillop, held in Keith during the Minister’s Country Cabinet visit and to discuss the proposed Model of Care for the Keith community.</li> <li>• A subsequent meeting with Nick McBride MP and the KDH Board for an additional discussion in relation to the proposed Model of Care.</li> <li>• An update on the Community Paramedic Program (CPP) trial and: <ul style="list-style-type: none"> <li>○ the inability of the SA Ambulance Service (SAAS) to resource the program in Keith passed 30 June 2022 due to CPP resourcing issues across the State.</li> <li>○ the agreement of LCLHN to provide funding to 31 December 2022 to ensure the continued delivery of this service to the community.</li> </ul> </li> <li>• The inability to provide an Urgent Care service in Keith after 19 July 2022 following the resignation of the local GP, and the options being investigated to support this vacancy from 20 July 2022.</li> </ul>
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		<p><b>RESOLUTION</b></p> <p>The LCLHN Governing Board reiterated their support for the proposed Model of Care for the Keith &amp; District community, for the continuation of due diligence and contingency planning for the service, and for a formal briefing to be provided to the Minister for Health &amp; Wellbeing outlining the benefits of the proposed model, including the support for rural GPs, and the subsequent risks if the private service continues to operate in isolation.</p>
<p><b>6. GOVERNING BOARD COMMITTEE UPDATES</b></p>		
6.1	Audit & Risk Committee Summary	<p>An update was provided in relation to key activities/concerns for the Audit &amp; Risk Committee (ARC) following the previous meeting held on 30 May 2022, including:</p> <ul style="list-style-type: none"> <li>• The sanctions imposed by the Aged Care Quality and Safety Commission (ACQSC) in relation to Moreton Bay House at the Naracoorte Health Service following an accreditation visit in May 2022.</li> <li>• The immediate actions being undertaken by the LCLHN to address the matters raised, including the appointment of an Aged Care Nurse Advisor, and to ensure compliance in all areas.</li> </ul>
6.2	Clinical Governance Committee Summary	<p>It was noted that the last meeting of the Clinical Governance Committee (CGC) was held on 26 April 2022, with no additional updates or concerns to be noted by the Committee other than those highlighted by the Audit &amp; Risk Committee in relation to the accreditation outcome at the Naracoorte Health Service.</p>
6.3	Engagement Strategy Oversight Committee	<p>It was noted that the last meeting of the Engagement Strategy Oversight Committee (ESOC) was held on 29 March 2022, with no additional updates or concerns to be noted by the Committee.</p>
6.4	Finance & Performance Committee Summary	<p>It was noted that the last meeting of the Finance and Performance Committee (FPC) was held on 30 May 2022, with no additional updates or concerns to be noted by the Committee.</p>
<p><b>7. TOPIC OF THE MONTH</b></p>		
7.1	Naracoorte Area Health Advisory Council	<p>Barrie Moyle, Presiding Member, and Robert Netherton, Community Representative, Naracoorte Area Health Advisory Council (NAHAC) and Pam Schubert, Executive Officer/Director of Nursing &amp; Midwifery, Naracoorte Health Service (NHS), joined the meeting to provide an update in relation to key activities for the NAHAC, including:</p> <ul style="list-style-type: none"> <li>• The progress made by the NAHAC since formation in 2008 and the impact on the HAC as a result of the pandemic in the way they hold meetings and promote health services to the community.</li> <li>• The financial stability of the NAHAC and the benefits this has provided to the Naracoorte Health Service including the purchase of a CT machine for the site and the creation of a trust to ensure continued maintenance of the equipment.</li> </ul>

		<ul style="list-style-type: none"> <li>• The purchase of blanket warmers and the benefit this has had in settling in new patients and residents.</li> <li>• An update on the NAHAC membership was provided with confirmation additional members will be sought at the upcoming Annual General Meeting (AGM) in October 2022.</li> <li>• Attendance at the recent Consumer Engagement Training held by the LCLHN and facilitated by Allison Willis of Health Consumer Colab.</li> <li>• Participation in the LCLHN Partnering with Consumers Committee and reiterating the importance of consumer-centred care and being 'equal partners' in the planning, development and delivery of care.</li> <li>• The concern regarding the recently imposed sanctions on the health service following the Aged Care accreditation undertaken at Moreton Bay House, the support of the staff and the willingness of the NAHAC to assist wherever possible.</li> <li>• The need for single, purpose-built rooms to be made available within the facility to meet the needs and expectations of the residents and the community and the reliance on State and Federal funding to achieve this result.</li> <li>• The election commitment of \$8.0m for the NHS and the priorities for stage 1 of the funding agreement to included refurbishment of the hospital in the areas of front reception, Accident &amp; Emergency, paediatrics and maternity however acknowledging the LCLHN will not look at the areas of the health service in isolation and will consider the business as a whole and future growth in its forward planning.</li> </ul> <p>GK acknowledged the challenges of the HAC and commended their passion and the fundraising efforts that have provided significant support to the health service and the local community</p>
<p><b>8. MATTERS FOR DISCUSSION</b></p>		
<p>8.1</p>	<p>Naracoorte Health Service – Moreton Bay House Accreditation</p>	<p>Virginia Matthews, Nurse Advisor and Vitish Guddoy, Principal Consultant from Quality Compliance Innovation (QCI) joined the meeting to discuss the sanctions imposed by the Aged Care Quality and Safety Commission (ACQSC) in relation to Moreton Bay House at the Naracoorte Health Service following an accreditation visit in May 2022, the discovery process and recommendations as a result of their findings including:</p> <ul style="list-style-type: none"> <li>• Work undertaken to immediately address the concerns raised as a result of the accreditation process and the systemic issues identified.</li> <li>• Impact on the workforce, and the need for additional resourcing to progress the required changes and align to the Stuart Brown Aged Care sector report recommendations.</li> <li>• The need to identify efficiencies, increase productivity and ensure role clarity across the service.</li> <li>• Results of the Consumer Experience Survey, assessing quality of food and lifestyle, and the need to:</li> </ul>

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		<ul style="list-style-type: none"><li>○ link local programs accordingly.</li><li>○ appoint an appropriately skilled coordinator.</li><li>○ ensure menu options to be done in consultation with each of the aged care residents.</li></ul> <ul style="list-style-type: none"><li>• The need for greater investment to ensure greater outcomes for the residents and the service.</li></ul> <p>Confirmation was provided the LCLHN is providing training to the other Aged Care sites throughout the region to standardise the service across the Limestone Coast and will progress the appointment of an Aged Care Lead to support the accreditation requirements and the daily operations of the 5 (five) Aged Care facilities throughout the LCLHN.</p> <p>Acknowledgement of the work undertaken by Pam Schubert and her team at the Naracoorte Health Service was provided by the LCLHN Governing Board and CEO.</p>
8.2	Health Care Act 2008 (Governance) Independent Review	<p>The Health Care Act 2008 (Governance) Independent Review was noted, with discussion held regarding key findings from the report, including:</p> <ul style="list-style-type: none"><li>• Confirmation the transition to Local Health Network's (LHNs) from 1 July 2019 was working well and continues to strengthen during unprecedented times.</li><li>• The recommendations identified in the review and the alignment to the context of the current environment.</li><li>• The role of the Department for Health &amp; Wellbeing as 'System Leader' and the clarity required at a local level to ensure timely decision-making.</li><li>• The role of the rLHNs and the Rural Support Service (RSS) and the need for a robust Service Level Agreement (SLA) to provide clarity of accountability and further strengthen the relationship between the LCLHN and the RSS.</li></ul>
<b>9. MATTERS FOR APPROVAL</b>		
9.1	LCLHN Financial Delegations Procedure	The updated LCLHN Financial Delegations Procedure was approved by the LCLHN Governing Board.
9.2	LCLHN Internal Audit Charter 2022	The revised LCLHN Internal Audit Charter 2022 was approved by the LCLHN Governing Board.
<b>10. MATTERS FOR NOTING</b>		
10.1	LCLHN Payment Performance Report May 2022	The LCLHN Payment Performance Report May 2022 was noted.
10.2	LCLHN Late Payments of Interest (LPI) May 2022	The LCLHN Late Payments of Interest (LPI) May 2022 were noted.

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10.3	Audit and Risk Committee Minutes 30 May 2022 (draft)	The Audit and Risk Committee Minutes 30 May 2022 (draft) were noted.
10.4	Finance & Performance Committee Minutes 30 May 2022	The Finance & Performance Committee Minutes 30 May 2022 (draft) were noted.
10.5	RSS Governance Committee Minutes 27 April 2022 (approved)	The RSS Governance Committee Minutes 27 April 2022 (approved) were noted.
10.6	LCLHN Board Committee Evaluation Surveys	The LCLHN Board Committee Evaluation Surveys were noted.
10.7	Business Case: Office of the EDMS (approved)	The Business Case: Office of the EDMS (approved) was noted.
<b>11.</b>	<b>OTHER BUSINESS</b>	
11.1	Any other business	Nil.
<b>12.</b>	<b>MEETING EVALUATION AND CLOSE</b>	
12.1	Meeting Evaluation	Jl provided an evaluation of the LCLHN Governing Board Meeting.
12.2	Next Meeting & location	25 July 2022, Mount Gambier & Districts Health Service
12.3	<b>Meeting Close</b>	<b>3:30pm</b>

## For more information

Limestone Coast Local Health Network  
Governance and Planning

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