

NORTHERN ADELAIDE LOCAL HEALTH NETWORK GOVERNING BOARD MEETING CONFIRMED MINUTES

Date: Wednesday, 9 June 2021
Time: 8.00am to 12.30pm
Location: Main Boardroom, Level 5, Modbury Hospital

P = Present, A = Apology, X = Not Present, Pr = Proxy, T = Teleconference,
V= Video Conference and * = Extraordinary Meeting

Name	Position	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Ray Blight	Chair	P	P	P	P	P						
Michael Forwood	Deputy Chair	P	P	P	P	P						
Anne Burgess	Member	V	P	P	P	P						
Francis Lampard, OAM	Member	P	P	P	P	P						
Robin Moore	Member	P	V	P	P	P						
Mary Patetsos	Member	P	P	P	P	P						
Dr Carolyn Roesler	Member	P	P	P	P	P						
Linda South	Member	P	P	P	V	P						
Executive												
Maree Geraghty	Chief Executive Officer	P	P	P	P	P						
Secretariat												
Andrej Knez	Director, Executive Services and Governance	A	P	P	P	P						
Kellie Manson	Coordinator, Board Services	P	P	P	P	P						

ITEM NO.	ITEM	DISCUSSION
1 STANDING ITEMS		
1.1	Welcome, Apologies and Acknowledge Traditional Owners	The Chair provided the Acknowledgement of Country in the traditional Kaurna language and welcomed all members.
1.2	Continuous Disclosure	No conflicts of interest were declared by members. Statements of interests were noted, and the register amended.

ITEM NO.	ITEM	DISCUSSION
1.3	Confirmation of Previous Minutes	The minutes of the previous meetings dated 5 May 2021 were accepted as a true and accurate record.
1.4	Action Items	The Governing Board noted the Action Items.
1.5	COVID-19 Update	<p>The Chief Executive Officer provided a verbal update on activities related to COVID-19, noting the following:</p> <ul style="list-style-type: none"> • As of 1 June 2021, the NALHN testing clinic has swabbed and treated 49,356 members of the community and taken 17,003 phone calls. • As of 1 June 2021, the total number of COVID-19 cases in South Australia were 754, with 3 active cases which remain in Medi-Hotel Quarantine. • The testing clinic numbers for May have averaged 74 tests per day with a peak of 171 tests on 31 May and a low of 27 tests on 1 May 2021. • As of 22 May 2021, 9,341 vaccinations have been provided to NALHN Staff and other external Cohorts. <ul style="list-style-type: none"> • Doss 1 Pfizer = 4,901 • Dose 2 Pfizer = 4,333 • Dose 1 AstraZeneca = 107 • Dose 2 AstraZeneca = 0 • The Elizabeth Vaccination Clinic was opened by the Minister for Health and Wellbeing on 31 May 2021. • The Elizabeth Vaccination Clinic has a dedicated Aboriginal Health Hub for Aboriginal and Torres Strat Islander people to receive their COVID-19 vaccine from Aboriginal Health Clinical Nurses and supported by Aboriginal Health Practitioners and Aboriginal Primary Health Care Officers from the Social and Emotional Wellbeing Team. <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the NALHN COVID-19 update as at 1 June 2021.
1.6	Digital Design	

ITEM NO.	ITEM	DISCUSSION
1.6.a	Digital Design Update	<p>The Deputy Chair provided a verbal update on NALHN Digital Health.</p> <p>The Governing Board noted the Digital Health project update on the Patient Administration System will be provided at the July 2021 Board meeting.</p>
1.7 1.7.a	ACHS Accreditation ACHS Accreditation Update	<p>The Executive Director, Nursing and Midwifery/Clinical Governance and Risk Services and Interim Director, Clinical Governance and Risk Services were in-attendance for item 1.7.</p> <p>The Chief Executive Officer provided an update on ACHS Accreditation noting the following:</p> <ul style="list-style-type: none"> • The Organisation-wide survey will occur from 22 – 26 November 2021. • Governance Plus has been engaged to assist NALHN in preparation for the survey. • The Mock Survey will occur during the week commencing 12 July 2021. • Governance Plus will meet with the NALHN Governing Board on 14 July 2021. <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the ACHS Accreditation Update.
1.7.b	National Safety and Quality Health Standards Education Session	<p>The paper for this item was taken as read.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the education approach and resources to assist the governing body in preparing for their role in the ACHS Survey. 2. Noted further education will be provided by Governance Plus as part of the pre-accreditation survey.
2 GOVERNANCE AND RISK ITEMS		
2.1	Risk Appetite Statement	<p>The paper for this item was taken as read. The Executive Director, Nursing and Midwifery/Clinical Governance and Risk Services and Interim Director, Clinical Governance and Risk Services were in-attendance.</p> <p>Discussions were held regarding the NALHN Risk Appetite Scenarios which describe the Governing Board's appetite towards the management of risk, noting for Performance (scenarios 2 and 4) to move from 'Avoid' to 'Cautious'.</p> <p>Recommendation(s)</p>

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		<p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Approved the updated NALHN Risk Appetite Statement 2021.
2.2	Strategic Risk Report	<p>The paper for this item was taken as read. The Executive Director, Nursing and Midwifery/Clinical Governance and Risk Services and Interim Director, Clinical Governance and Risk Services were in-attendance.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Approved the two new Strategic Risks: Aboriginal Health; and Patient Administration Systems. 2. Approved the two updated Strategic Risks: ICT Functionality; and Workplace Culture. 3. Noted the NALHN Quarterly Strategic Risk Summary Report and the nine detailed NALHN Strategic Risk Assessments as at May 2021. 4. Noted the Risk Review Schedule for 2021. 5. Noted the Strategic Risk Report – May 2021, which was noted by the Audit and Risk Committee to the Board on 2 June 2021.
2.3	Operational Risk Report	<p>The paper for this item was taken as read. The Executive Director, Nursing and Midwifery/Clinical Governance and Risk Services and Interim Director, Clinical Governance and Risk Services were in-attendance.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the Operational Summary Risk Report – May 2021. 2. Noted the seven updated High Operational Risk Assessments. 3. Noted the NALHN Quarterly Operational Risk Summary Report and the one detailed NALHN Operational Risk Assessment – May 2021.

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2.4	Audit and Risk Committee to the Board Terms of Reference	<p>The paper for this item was taken as read. The A/Chair of the Audit and Risk Committee to the Board spoke to the paper.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Approved the reviewed Terms of Reference for the Audit and Risk Committee to the Board which were noted and discussed at the Committee to the Board on 2 June 2021.
3 GENERAL ITEMS		
3.1	Chief Executive Officer's Report	<p>The report for this item was taken as read. The Chief Executive Officer provided a verbal update on strategic and high-level operational matters within the Local Health Network and across the health system.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the Chief Executive Officer's Report.
3.2 3.2.a	Performance Report Monthly Performance Report	<p>The report for this item was taken as read. The Chief Operating Officer was in-attendance and spoke to the report cards to address areas for improvement against Key Performance Indicators.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the May 2021 Monthly Performance Report reflecting April 2021 data on Tier 1 and Tier 2 Key Performance Indicators as outlined within the NALHN Service Agreement 2020-21.
3.2.b	Monthly Finance Report	<p>The report for this item was taken as read. The Chief Finance Officer spoke to the Budget position and activity performance.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the Finance Report for the month of April 2021 from the meeting of the NALHN Performance and Finance Committee to the Board.
4 PRESENTATION		

ITEM NO.	ITEM	DISCUSSION
4.1	Closing the Gap on Indigenous Health Conference	<p>Board Member, Frank Lampard OAM and the Executive Director, Aboriginal Health presented an update on the Closing the Gap on Indigenous Health Conference held in Cairns 25 and 26 May 2021. The presentation highlighted some of the key learnings and themes from States and Territories cross Australia, including how communities:</p> <ul style="list-style-type: none"> • kept safe during the COVID-19 pandemic • forged partnerships with mainstream health services to deliver better health outcomes. • engaged local communities for more effective conception, development and delivery of health services. <p>The Conference provided an opportunity for NALHN to showcase its services and programs and their success across the Network to participants. The Governing Board acknowledged that the National Institutional Racism Audit Tool and Aboriginal Workforce Initiatives were important topics of discussion.</p>
5 STRATEGY AND PLANNING ITEMS		
5.1	Minister's Visit with Governing Board	The Chair provided a verbal update on the Minister's meeting with the Governing Board held on 1 June 2021.
5.2	NALHN Awards 2021	The Executive Director, Strategy and Innovation was in-attendance and provided an update on the NALHN Staff Awards planning and preparations.
5.3	WCHN/NALHN Partnership Collaborative	<p>The Chief Executive Officer provided a verbal update on WCHN/NALHN Partnership Collaborative.</p>
5.3.a	Unconfirmed Minutes of the Partnership Collaborative	<p>The paper for this item was taken as read.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Noted the Unconfirmed Minutes of the Partnership Collaborative.
5.3.b	Partnership Collaborative Terms of Reference	<p>The paper for this item was taken as read.</p> <p>Recommendation(s)</p> <p>The NALHN Governing Board:</p> <ol style="list-style-type: none"> 1. Approved the Partnership Collaborative Terms of Reference.

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5.4	Community and Consumer Engagement	The Executive Director, Strategy and Innovation was in-attendance and provided an update on Community and Consumer Engagement. The Governing Board noted the establishment of a Consumer and Community Engagement Council, the stages of recruitment of consumers, induction process, planning sessions over the next 12-months and the implementation of the Council.
6 NOTING ITEMS		
6.1	Unconfirmed Minutes of the Performance and Finance Committee to the Board	The unconfirmed Minutes were taken as read. Recommendation(s) The NALHN Governing Board: 1. Noted the unconfirmed Minutes of the Performance and Finance Committee to the Board dated 27 April 2021.
6.2	Unconfirmed Minutes of the Clinical Governance Committee to the Board	The unconfirmed Minutes were taken as read. Recommendation(s) The NALHN Governing Board: Noted the unconfirmed Minutes of the Clinical Governance Committee to the Board dated 28 April 2021.
7 INNOVATION DISCUSSION		
7.1	Nil	
8 EVALUATION AND IMPROVEMENT ITEMS		
8.1	Meeting Feedback/Q&A	Meeting feedback was discussed.
9 ANY OTHER BUSINESS		
9.1	Board Member	The Chair acknowledged and thanked outgoing Governing Board and Committee member Robin Moore for his highly distinguished contribution and leadership to NALHN since his appointment in July 2019.
10 IN CAMERA		
The meeting finished at 12.30pm. Chair thanked the Chief Executive Officer and Secretariat for their contribution and attendance.		
11 NEXT MEETING Wednesday, 14 July 2021 Lyell McEwin Hospital Level 2 CEO Meeting Room 8.00am to 12.30pm		

CONFIRMED that these Minutes constitute a true and correct record of the proceedings of the meeting

DATED this 14th Day of July 2021.

A handwritten signature in black ink, appearing to read 'Ray Blight', with a small horizontal line underneath.

Ray Blight
Chair, NALHN Governing Board
Northern Adelaide Local Health Network