

## Riverland Mallee Coorong Local Health Network Governing Board Meeting # 23

**Date:** Friday 27 August 2021

**Time:** 11.00 am – 3.30 pm

**Venue:** Murray Bridge Hospital Boardroom

**In Attendance:** Peter Joyner (PJ), Elaine Ashworth (EA), Fred Toogood (FT), Mel Ottaway (MO), Shane Mohor (SM)  
Wayne Champion (WC), Craig Lukeman (CL), Louis Greenlees (LG)

**Apologies:** Claudia Goldsmith (CG)

**Secretariat:** Jeanette Brown (JB)

**Guests:** Karen Hollitt, Anne McKinlay and Fran Thorn

**Acknowledgement:**

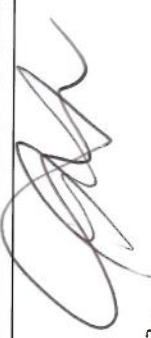
*We acknowledge and respect the traditional custodians whose ancestral lands we are meeting on here today. We acknowledge the deep feelings of attachment and relationship of Aboriginal people to country. We also pay respects to the cultural authority of Aboriginal people visiting/attending from other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

ITEM	DISCUSSION POINTS	OUTCOME / ACTIONS
<b>1. IN CAMERA DISCUSSION</b>		
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<b>2. MEETING OPENING</b>		
2.1 Acknowledgement	• PJ provided Acknowledgement	
2.2 Present and Apologies	• PJ, EA, FT, MO, SM, WC, CL, LG Apology: CG	
2.3 Interests and Conflicts Disclosure 2.3.1 Board Disclosure Log	• Nil conflicts of interest declared.	
	• Interests disclosure log noted and updates provided.	
	• Noted potential conflict for Peter Joyner in relation to Agenda items 3.2 and 4.9.	
2.4 Confirmation of Minutes from previous meeting	• The minutes from the Board Meeting held 30 July 2021 were endorsed.	The Board endorsed the previous minutes.
2.5 Review Actions Log	• Actions Log Reviewed.	
<b>3. MATTERS FOR NOTING</b>		
3.1 Chairperson Report	• Report provided a summary of current issues.	Chairperson's Report noted.

<p>3.2 Chief Executive Officer (CEO) Report</p>	<ul style="list-style-type: none"> <li>• Report highlighted achievements and current operational issues including. <ul style="list-style-type: none"> <li>○ Current status of COVID-19 including public vaccination clinics.</li> <li>○ Mannum medical workforce (noted potential conflict of interest for Board Chair).</li> <li>○ Section 19(2) Lameroo submission.</li> <li>○ Meningie – planned visit by Minister for Health and Wellbeing.</li> <li>○ Renmark Aged Care Accreditation visit.</li> <li>○ Mannum Aged Care discussions with Aminya.</li> <li>○ Waikerie Birthing Service.</li> </ul> </li> </ul>	<p>CEO Report noted.</p> <p>ACTION: Analysis to be undertaken of location of birth for Waikerie residents comparing current data with same period two years ago.</p>
<b>4. MATTERS FOR DISCUSSION</b>		
<p>4.1 2021 RMCLHN Public Meeting</p>	<ul style="list-style-type: none"> <li>• Noted the information about livestreaming options for the Governing Board Annual Public Meeting to be held 25 November 2021.</li> <li>• Endorsed an evening event with preference for utilising a public space (such as a hotel) at each end of the region combined with livestreaming via Facebook.</li> <li>• Endorsed advertising in print media, social media and also distribution of posters in sites.</li> </ul>	<p>The Board endorsed livestreaming the 2021 Annual Public Meeting in combination with utilising public sites at each end of the region.</p> <p>ACTION: Organisation of the Public Meeting to proceed.</p>
<p>4.2 Governing Board Succession Planning</p>	<ul style="list-style-type: none"> <li>• Noted the information about potential future Governing Board candidates.</li> <li>• Discussion about potentially meeting some candidates but recognised the need to be clear about the skill requirements that would best complement the Board.</li> </ul>	<p>The Board noted the information about potential future candidates.</p> <p>ACTION: Governing Board to determine skills required of future members.</p>
<p>4.3 Governing Board Action Plan</p>	<ul style="list-style-type: none"> <li>• Noted the draft Governing Board Action Plan arising from suggested topic areas identified through the Board self-evaluation process in 2020 and 2021.</li> <li>• Discussion about areas that have been addressed or are picked up through other projects and those that could be a focus for the annual planning workshop held in December.</li> <li>• Discussion about infrastructure planning for different health units that will be incorporated into the Strategic Asset Management Plan.</li> </ul>	<p>The Board endorsed the draft Board Action Plan subject to amendments.</p> <p>ACTION: Aged care and clinical services planning to be topic areas for December planning workshop.</p> <p>ACTION: The 2020 and 2021 action plans to be merged with additional column for linkages / progress.</p>
<p>4.4 Terms of Reference – Clinical Governance Committee and Finance Committee</p>	<ul style="list-style-type: none"> <li>• Noted the recommendations from the Clinical Governance Committee and Finance Committee to endorse the amended Terms of Reference for both committees.</li> </ul>	<p>The Board endorsed the Clinical Governance Committee and Finance Committee updated Terms of Reference subject to minor amendment.</p>
<p>4.5 Health Performance Agreement and 2021-22 Budget</p>	<ul style="list-style-type: none"> <li>• Noted that the tabled 2020-21 Service Agreement was received 19 August 2021 and detailed analysis still to occur.</li> </ul>	<p>The Board noted the receipt of the 2020-21 Service Agreement.</p>
<p>4.6 Community Connections Program</p>	<ul style="list-style-type: none"> <li>• Noted the information about the implementation of the Community Connections Program that replaces the former Home and Community Care Program.</li> </ul>	<p>The Board noted the information about the Community Connections Program.</p>

	<ul style="list-style-type: none"> <li>Noted the analysis of the forecast impact of the transition to the new program and potential risks in relation to the changed scope including nursing services.</li> </ul>	
4.7 Hydrotherapy Pool	<ul style="list-style-type: none"> <li>Noted the information about the Murray Bridge hydrotherapy pool maintenance and compliance issues including the audit from external engineers and potential cost impact.</li> <li>Noted the public and political interest in keeping the pool operational although it is not essential from a clinical perspective.</li> <li>Noted that the spa needs to remain closed but the assessment of the pool is that there is no immediate health and safety concern requiring immediate closure.</li> </ul>	<p>The Board noted the information about the Murray Bridge hydrotherapy pool.</p> <p><b>ACTION:</b> Briefing to be provided to the Minister for Health and Wellbeing.</p> <p><b>ACTION:</b> Murray Bridge Health Advisory Council to be informed of current status.</p>
4.8 Draft Annual Report	<ul style="list-style-type: none"> <li>Noted the draft 2020-21 Annual Report with final edit to be completed prior to receipt of audited financial statements and submission to the Minister by 30 September 2021.</li> </ul>	<p>The Board endorsed the draft Annual Report and endorsed signing of the transmittal statement by the Chair.</p>
4.9 Murray Bridge Emergency Department	<ul style="list-style-type: none"> <li>Noted the information about the Murray Bridge Hospital Emergency Department medical services including the meetings held between Bridge Clinic and the Chief Executive Officer.</li> <li>Discussion about the status of current SA Rural Medical Fee Agreement (SARMFA) negotiations with the Australian Medical Association (SA) and Rural Doctors Association of South Australia (Noted potential conflict of interest for Board Chair).</li> <li>Discussion about the proposal to pay a sessional rate for weeknight cover under the terms of the (expired) SARMFA agreement with Bridge Clinic to coordinate the provision of an onsite medical officer on weeknights at an estimated cost of \$500,000 per annum (unfunded expenditure).</li> </ul>	<p>The Board endorsed the proposal to pay a sessional rate for weeknight cover for the Murray Bridge Emergency Department.</p>
<b>5. STANDARD AGENDA ITEMS FOR DISCUSSION</b>		
5.1 Performance Report	<p>The RMCLHN July Performance Reports were noted.</p>	
5.1.1 Finance and FTE Report-PPRC	<p>Noted that detailed discussion about financial performance reports occurred at the Finance Committee. Noted that there is no PPRC report for July 2021.</p>	
5.1.2 KPI Monthly Performance Report	<p>Noted the Key Performance Indicators report.</p>	
5.1.3 People and Culture Report	<p>Noted the People and Culture report.</p>	
5.1.4 Quality and Safety Reports	<p>Noted the Quality and Safety reports including compulsory reporting with Karen Hollitt, Executive Director Nursing &amp; Midwifery and Anne McKinlay, Quality Risk &amp; Safety Manager present for discussion.</p>	
5.1.5 Other	<p>Discussion about the unannounced accreditation visit to Renmark Residential Aged Care Facility 17-20 August 2021 that had been delayed due to COVID-19. Noted that detailed discussion also occurred at Clinical Governance Committee.</p>	
<p>The Board noted the RMCLHN Performance Reports</p>		

<p>5.2 RMCLHN Planning Update 5.2.1 Operational Plan Reporting</p>	<ul style="list-style-type: none"> <li>Noted the proposed process for reporting on the RMCLHN Operational Plan as the mechanism to assess progress of implementation of the Strategic Plan including monthly traffic light status report and more detailed quarterly report of actions and strategies in line to the RMCLHN strategic themes.</li> <li>Noted the traffic light report for August 2021.</li> </ul>	<p>The Board endorsed the process for reporting against the Operational Plan.</p>
<b>6. MATTERS FOR DECISION</b>		
<p>6.1</p>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	
<b>7. PRESENTATION</b>		
<p>7.1 Review of Governance Reforms of the SA Public Health System – Fran Thorn (2.00 – 3.30 pm)</p>	<ul style="list-style-type: none"> <li>Fran Thorn, Independent Reviewer and Paul Dolan led a discussion as part of the review of the operation of the <i>Health Care Act 2008</i> and the reforms to the governance of the South Australian public health system (as required under the Act).</li> <li>The review is examining the extent to which the new governance and accountability framework has been fit for purpose, driven progress and achieved a balance between local decision-making and health service planning and management. The review also considers opportunities for improvement.</li> <li>Noted that two years is a short period in the context of the significant change to the system and this has been further impacted through natural disasters and the COVID-19 pandemic.</li> <li>Fran Thorn reported that feedback to date suggests that there is overall positive support for the changed structure with areas for improvement also identified.</li> <li>Board Members provided feedback about their: <ul style="list-style-type: none"> <li>Role and focus.</li> <li>Level of support and development.</li> <li>Handling of difficult situations.</li> <li>Vision for the future.</li> </ul> </li> <li>Board members were encouraged to provide further feedback.</li> <li>Noted that the review is expected to be completed by December 2021.</li> </ul>	
<b>8. MATTERS FOR INFORMATION</b>		
<p>8.1 RMCLHN Board Committee Minutes</p>	<ul style="list-style-type: none"> <li>Finance</li> <li>Noted the draft Minutes of 30 July 2021.</li> </ul>	<p>The Board noted the draft Minutes.</p>
<p>8.2 RMCLHN Board Governance Committee Minutes</p>	<ul style="list-style-type: none"> <li>Clinical</li> <li>Noted the draft Minutes of 29 July 2021.</li> </ul>	<p>The Board noted the draft Minutes.</p>
<p>8.3 Rural Support Service Governance Committee Minutes</p>	<ul style="list-style-type: none"> <li>Governance</li> <li>Noted the approved RSS Governance Committee minutes for 23 July 2021</li> <li>Noted the draft RSS Governance Committee minutes for 28 July 2021</li> </ul>	<p>The Board noted the Minutes</p>
<b>9. ITEMS APPROVED BY CEO FOR NOTING</b>		
<p>9.1 Integrated Compliance Certificate</p>	<ul style="list-style-type: none"> <li>Noted the RMCLHN Annual Compliance Certification 2020-21 to be submitted to the Chief Executive, Department for Health and Wellbeing (DHW).</li> </ul>	<p>The Board noted the Annual Compliance Certification for 2020-21.</p>

	<ul style="list-style-type: none"> <li>Noted that discussion also occurred at the Audit and Risk Committee with the detailed assessments provided to the Committee.</li> </ul>	
<b>10. CORRESPONDENCE</b>		
10.1 Incoming – Health Care Governance Amendment Act 2021	<ul style="list-style-type: none"> <li>Noted the correspondence about the Health Care (Governance) Amendment Act 2021.</li> <li>Noted the Minister’s Charter for Local Health Network Governing Boards – Volume 1 has been updated to reflect the new provisions of the Act.</li> </ul>	<p>The Board noted the correspondence about the Health Care (Governance) Amendment Act 2021.</p> <p>The Board endorsed the updated Charter for LHN Governing Boards – Volume 1.</p>
10.2 Incoming – Lynne Cowan – re Commissioning Activity	<ul style="list-style-type: none"> <li>Noted the correspondence from Lynne Cowan, DHW.</li> </ul>	<p>The Board noted the correspondence.</p>
10.3 Incoming – Interim Audit Management Letter	<ul style="list-style-type: none"> <li>Noted the correspondence. Noted that detailed discussion occurred at the Finance Committee about the Interim Audit Management letter and the RMCLHN response.</li> </ul>	<p>The Board noted the correspondence.</p>
<b>11. MEETING FINALISATION</b>		
11.1 Questions / Comments	<ul style="list-style-type: none"> <li>Discussion about current Board committee structure including meeting frequency, effectiveness and areas of duplication. <ul style="list-style-type: none"> <li>Potential to continue quarterly Audit and Risk but combine with Finance for that meeting, and just Finance to be held for the other three months of the quarter.</li> <li>This could be trialled for six months noting that special meetings can be called at any time.</li> <li>Noted that topic to be discussed further given Finance Committee Chair an apology.</li> </ul> </li> <li>Refer items: 3.2, 4.1, 4.2, 4.3 and 4.7</li> <li>PJ summarised the meeting.</li> </ul>	<p>The Board discussed its committee structure and potential changes to minimise duplication.</p> <p><b>ACTION:</b> Topic to be discussed further at the September meeting.</p>
11.2 Review actions to be taken		
11.3 Meeting Evaluation / Suggestions for next meeting		
11.4 Next meeting	<p><b>Next Meeting - Date: 23 September 2021</b>  <b>Time: 3.00 – 5.00 pm</b>  <b>Location: Murray Bridge</b></p>	
11.5 Meeting Close	<p>Meeting finished at 2.00 pm and discussion with Fran Thorn (Item 7.1) finished at 3.30 pm</p>	
<p><b>Signed:</b></p> <p style="text-align: right;">   Peter Joyner  Chair  Date: 23/9/21 </p>		