

Name	Position/Title	Attendance	Item
Michele Smith	Chair	P	All
Leanne Dunchue	Member	V	All
Bruce Green	Member	P	All
Dr David Mills	Member	P	All
Jamie Siviour	Member	P	All
Chris Sweet	Member	P	All
Attendees			
Verity Paterson	Chief Executive Officer EFNLHN	P	All
Shane Porter	A/Chief Finance Officer & Financial Business Advisor EFNLHN	V	All
Jane Robinson	Director Governance and Strategy EFNLHN	A	
Minute Taker			
Michelle Baldwin	EA to CEO EFNLHN	V	All

P = Present, A = Apology, X = Not Present, V= Virtual presence (VC/Phone)

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 25/05/2020		
	Agenda Item	Discussion Points
1.	OPENING	Meeting opened at 4.25pm, with quorum
	1.2 Welcome and Apologies	<ul style="list-style-type: none"> • Welcome, J. Robinson apology. • Acknowledgement of country.
	1.3 Interests and Conflicts Disclosure Log	<ul style="list-style-type: none"> • Nil declared. • B. Green advised his wife is Chair of two Port Lincoln community boards - Meals on Wheels and West Coast Community Care. To be added to the Register.
	1.4 Confirmation of previous Minutes	<ul style="list-style-type: none"> • Confirmed with one alteration. <ul style="list-style-type: none"> ○ Meeting Minutes date on Page 2 to be corrected.
	1.5 Actions from previous Minutes	<ul style="list-style-type: none"> • Reviewed. • Board agreed to: <ul style="list-style-type: none"> ○ Item 3.5 – Postpone Aged Care Strategy and Governance Board meeting until Royal Commission findings are published; and adjust timeframe to December 2020. ○ Item 3.6 – Agreement with Minister to advertise for Board members across a candidate pool. ○ Item 4.4 – Seek an extension on the response paper to the Commonwealth Multi Purpose Service (MPS) funding review until Royal Commission findings are published; and adjust timeframe to December 2020. ○ Item 5.5 – Extend invitation to July 2020 Board meeting to SA Medical Education and Training Health Advisory Council representative. ○ Item 51 – Correct spelling of Dr Lamb to Dr Lam.
	1.6 Notification of Other Business	<ul style="list-style-type: none"> • Letter re changes to Coffin Bay clinic. • LHN Chairs Committee Meeting Papers 24 June. • Consultant budget and devolution advice.
2.	COVID 19 UPDATE	
	2.1 Board Evaluation 2019-20 discussion	<ul style="list-style-type: none"> • Board noted positive results of self-evaluation survey and areas identified for further improvement, for example, overcoming technical and connectivity issues experienced at meetings and hosting meetings at regional sites again. • Board noted advice on progress to complete the rollout of the Diligent portal and benefits of that program for the Board.

3.	MATTERS FOR DECISION	
	3.1 Joint Regional LHNs Internal Audit Charter/Three-Year Rolling Internal Audit Plan	<ul style="list-style-type: none"> • Board was asked to consider and approve the Joint Regional LHNs Internal Audit Charter/3-year Rolling Internal Audit Plan. • Board noted that the Charter is centralised with the Rural Support Services (RSS) for the timebeing. Audit and Risk Committee had considered the risks and benefits, including the benefits of the audit remaining with the RSS and risks if the internal audit function was transferred to the LHNs. • Board approved the proposed resolution: “That the Governing Board approve, on the recommendation of the Audit and Risk Committee: 1) A revised Regional LHNs Internal Audit Charter 2) A revised Three-Year Rolling Internal Audit Plan.”
	3.2 Rural and Remote Mental Health Service Memorandum of Administrative Arrangement (MoAA)	<ul style="list-style-type: none"> • Board noted that the agreement letter had originally stated that there would be significant revisions planned to the Agreement but the Rural and Remote Mental Health Support Service had now advised that an error had occurred in drafting and no revisions were planned to the Agreement in 2020-21. • Board noted that the MoAA was dated 2019, discussed extension until 2021 and sought confirmation of the duration of the Agreement. • Board discussed: <ul style="list-style-type: none"> ○ Cost growth in future years. V. Paterson explained that any increase in costs would not be passed on to the LHN. ○ Mechanisms to ensure the MoAA delivers what the LHN requires. V Paterson proposed she speak with the Director Mental Health about KPIs to target. • Board approved the proposed resolution: “That the Governing Board reconsiders and approves the Memorandum of Administrative Agreement (MoAA) between the Rural and Remote Mental Health Support Service (RRMHS) and Local Health Networks, on the basis that there are no revisions planned to that Agreement in 2020-21.” • Board reserved the right to revisit this decision.
	3.3 EFNLHN Six-Monthly Strategic Risks Report	<ul style="list-style-type: none"> • Board considered the Report, noting that EFNLHN had reviewed the Risk Register and consolidated Strategic Risks, that the Department had requested this new reporting, and that a Risk and Compliance Manager would be starting with the LHN on 1 July 2020. • Board approved the proposed resolution:

		<p>“That the Governing Board approves the Eyre and Far North Local Health Network (EFNLHN) Risk Report that will be provided to the Department for Health and Wellbeing (DHW) Risk Management and Audit Committee.”</p>
	3.4 EFNLHN Asset Manager Position	<ul style="list-style-type: none"> • Board considered an EFNLHN request to create an Asset Manager position within the Corporate Services Directorate to maintain the asset maintenance schedule. The position would be funded from savings generated. • Board noted that the Audit and Risk Committee supported the creation of the position. • Board revised the proposed resolution to: <p>“That the Governing Board approves a two-year contract for an Asset Manager, with capacity to revisit and employ the manager in an ongoing position if unable to recruit a suitable candidate due to the position being temporary in nature.”</p>
4.	MATTERS FOR DISCUSSION	
	4.1 COVID-19 Update	<ul style="list-style-type: none"> • Board noted: <ul style="list-style-type: none"> ○ Reduction in frequency of Incident Management Team meetings, with the ability to increase the frequency at short notice should that be required. ○ Work being undertaken to support remote Aboriginal communities. ○ Impact of COVID-19 planning on Port Lincoln Emergency Department / birthing units.
	4.2 CEO Report 4.2.1 CEO Report June 2020, incl 2019-2020 LHN Achievements 4.2.2 Performance Report April 2020 4.2.3 Executive Committee Report	<ul style="list-style-type: none"> • Report noted. • Board congratulated the LHN on its achievements over the first 12 months. • Report noted. • Report Noted. • Board asked for clarification of Australian status of overseas qualifications of the new Chief Financial Officer.
	4.3 Commissioning Framework Update	<ul style="list-style-type: none"> • Presentation noted.
	4.4 Finance Report 4.4.1 Finance Report	<ul style="list-style-type: none"> • Noted. • Board expressed thanks to S. Porter for his work while acting in the CFO role.

	<p>4.5 Board Committees</p> <p>4.5.1 Finance and Performance Committee</p> <p>4.5.2 Clinical Governance Committee</p> <p>4.5.3 Audit and Risk Committee</p> <p>4.5.4 Consumer, Community and Clinical Engagement Committee</p>	<ul style="list-style-type: none"> • Board noted Item 5.6 and that the Committee has agreed to reduce KPI reporting to quarterly, with only exceptions to be raised monthly. • Board noted the Committee had reviewed and consolidated the clinical risks on the Risk Register and thanked the team that worked on this. • Board noted report by Committee. • Board noted report by Committee.
	4.6 Chairperson Update	<ul style="list-style-type: none"> • Noted.
5.	MATTERS FOR NOTING	
	5.1 Streaky Bay Medical Practice Update	<ul style="list-style-type: none"> • Board noted arrangements are continuing within approved budget.
	<p>5.2 SA Health Integrity Program Update</p> <p>5.2.1 EFNLHN Status Report</p> <p>5.2.2 System-Wide Corruption Directive</p>	<ul style="list-style-type: none"> • Board noted EFNLHN is on track with its own controls.
	5.3 Major Correspondence	<ul style="list-style-type: none"> • Response requested by Governing Board from Health Services Charitable Gifts Funds Trust noted.
	5.4 Board Calendar Update	<ul style="list-style-type: none"> • Board discussed location of July meeting, agreed to Kimba on the basis that a space large enough to meet physical distancing requirements was available.
6.	OTHER BUSINESS	
	<p>6.1 Other Business from Item 1.6</p> <ul style="list-style-type: none"> • Letter from Coffin Bay Community • Chairs Committee Meeting Papers 24 June 2020 • Fee For Service (FFS) Contract 	<ul style="list-style-type: none"> • Board noted the letter. • Board noted the papers. • Board noted that Fee for Service contract negotiations had resumed after COVID-19 delays.

7.	MEETING FINALISATION	
	7.1 Review actions to be taken	• Completed.
	7.2 Meeting Evaluation	• Completed.
	7.3 Agenda items for next meeting	• Draft Strategic Plan
	7.4 Meeting Close	• 6.45pm
Next Meeting: 23 July 2020 Kimba Hospital 3pm – 6pm		

Minutes approved



Michele Smith.
Chair, Eyre and Far North Local Health Network
23 July 2020