

## CCLHD BOARD MEETING

Date/Time: Tuesday 28 November 2023 – 5:30pm  
Venue: Conference Room, Education Centre, Wyong Hospital

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**VISION:** Caring for the Coast encompasses delivering exceptional care and caring for our patients, community and staff.

**VALUES:** Collaboration, Openness, Respect, Empowerment.

## STRATEGIC PRIORITIES 2023:

➤ <i>Timely Access to Care</i>	➤ <i>Create a great place to work</i>
➤ <i>High Quality, safe patient care</i>	➤ <i>Financial &amp; Environmental Sustainability</i>
➤ <i>Deliver more Care in the community</i>	➤ <i>Planning for future growth</i>
➤ <i>Improve Aboriginal health outcomes and experience</i>	➤ <i>Building our digital health capability</i>

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### 1. ACKNOWLEDGEMENT OF COUNTRY

The Chief Executive provided the Acknowledgement to Country and paid respect to Aboriginal Elders past and present.

### 2. WELCOME/ATTENDANCE/APOLOGIES

Board Members:

MacLELLAN, Prof Donald      Board Chair  
EBBECK, Mr Timothy  
FLINT, Mr Greg  
HEALY, Mr Greg  
JENKINS, Dr Brent  
KING, Mr Robert  
LEVETT-JONES, Prof Tracy  
MUNRO, Dr Bill  
WINTER, Ms Sarah

Ex Officio:

McLACHLAN, Mr Scott      Chief Executive

Invitees:

BENNETT, Ms Shanell      Aboriginal Health Partnerships and Programs Manager  
CONSTABLE, Ms Jude      Executive Director Acute Care Services  
CRUICKSHANK, Mr Adam      District Director Community Wellbeing and Allied Health  
ELLA, Mr Stephen      Director Aboriginal Health

ROSS, Mr James	District Director Finance and Corporate Services
SONTER, Mr Matthew	Aboriginal Health Advisory Council Member
WILKINSON, Ms Fiona	District Director Quality, Strategy and Improvement

In attendance:

LAING, Ms Corinne	Board Secretariat ( <i>minutes</i> )
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Apologies:

FIELD, Ms Belinda	Board Member
INGRAM, Dr Matthew	Gosford and Wyong Medical Staff Council Chair

**3. DECLARATION OF INTEREST – Nil.**

**4. PRESENTATIONS:**

**4.1 Aboriginal Health Deep Dive**

Mr S. Ella and Ms S. Bennett presented an in-depth review of the District's Aboriginal Health Service with a focus on understanding the current status and future vision of the service with insight into various health services and programs that have been delivered and are available to the Central Coast community along with important internal and external partnerships.

The presentation focused on topics including:

- Aboriginal and Torres Strait Islander Population and Population Demographics
- Aboriginal Health Data
- Aboriginal Disease Prevalence, Immunisation Data and Maternal Outcomes
- Community Partnerships and redesigning the service to provide a more comprehensive service that serves more people.
- Aboriginal Health Staff and Teams
- Nunyara Aboriginal Health Unit and the services provided including the Partnerships and Projects Position Portfolio
- Nunyara Community Projects and Events
- Ngiyang Aboriginal Pregnancy, Child and Family Health Service and services provided
- Nunyara Annual Priorities Service Actions
- Aboriginal Governance and actions reported to the Ministry of Health
- The importance of Aboriginal workforce, workforce planning and priorities
- New Aboriginal Health and Workforce Strategy and appointment of Director Aboriginal Health

**4.2 Aboriginal Health Dashboard – Briefing Note**

The Aboriginal Health Dashboard was distributed in the Board meeting papers. The report was **noted** and taken as read. The Chief Executive highlighted that the Board and Executive Leadership team will continue to focus on improvements to the Aboriginal Health Service and engage in deeper discussion at the Board Planning Day in January 2024.

**5. PATIENT STORY – held over.**

**6. CONFIRMATION OF MINUTES**

The minutes of the meeting held on the 31 October 2023 were confirmed as a true and accurate record of the meeting.

**7. BOARD ACTION ITEMS**

The Board Chair noted the following actions for submission to future meetings:

**Action item 1:** Home Birthing Service Implementation Update to be presented to the Board in the form of an evaluation 100 days following commencement of the service. Due date to be advised following commencement of implementation.

**Action item 2:** Update on implementation of the Clinical Service Plan will be presented to the Board under agenda item 8.6.

**Action item 3:** Our Path to Excellence Program - update to be presented to the Board in the first quarter of 2024.

**Action item 4:** Further update on the Foundation Business Case to be provided in 2024.

## 8 STRATEGIC MATTERS

### 8.1 Chairmans Report

The Board Chairman's report was distributed with the Board meeting papers. The report was noted and taken as read. The following items of information were provided in the report:

- **Official Opening of Safe Haven, Gosford Hospital** - On 7th November, the Chief Executive and Board Chair welcomed The Hon. Rose Jackson, Minister for Mental Health to the Safe Haven. Accompanying the Minister were the Hon. David Mehan, member for the Entrance and the Hon. Liesl Tesch, member for Gosford. The Gosford Safe Haven has only been opened for 3 months and is already the State's busiest Safe Haven in attendance numbers. A plaque marking the occasion was successfully unveiled by the Minister and the Board Chair.
- **Special Commission of Inquiry into NSW Health Services Funding 2023-24** - Commissioner Richard Beasley SC has been appointed to lead this Inquiry. The Chief Executive accompanied by the Board Chair and Fiona Wilkinson were invited to meet the Commissioner and his legal officers informally on 13th November in the Chief Secretary's Building on Macquarie Street.
  - Prior to that meeting, a virtual meeting with the Crown Solicitors Officer (CSO) was held on 10th November and on the day of the meeting the team had a briefing from Amanda Larkin, former CE of SWSLHD who has been seconded to oversee the Inquiry on behalf of the MoH.
  - A further submission has been requested. Formal meetings of the Inquiry will commence in December. The Commissioner will re-meet some LHDs and visit a number in the New Year. The Commissioner's report is scheduled to be delivered in August 2024.

### 8.2 Chief Executive Report on Strategic Priorities

The Chief Executive Report was distributed in the Board meeting papers. The report was **noted** and taken as read. The Chief Executive discussed:

- The District continues to see heightened demand through the emergency department and acute services, this has been balanced by the reduction of length in stay and other initiatives implemented that have helped manage service access.
- Discussion with the Ministry of Health regarding the Elderly and Frail Model and re-evaluation of sustainability.
- The Surgery Service is still maintaining close to 0 patients overdue – currently 80%.
- Continued increases in timely access to care.
- People Matter engagement surveys have been analysed with a jump from 35% to 60% response rate and 3% increase in engagement. From the results a series of briefings and discussions with the leadership teams across the organisations have been conducted. From the results some simple individual actions and an organisational approach have been agreed upon.
- Executive changes:
  - Mr Stephen Ella has been appointed to the Director of Aboriginal Health position. Congratulations to Stephen.
  - The District Director Nursing and Midwifery position has been appointed to with the successful applicant commencing on 5 February 2024.
- An offer has been made for the Director of Partnerships and Foundation position with the successful applicant commencing in February 2024.

### **8.3 CCLHD Finance Report**

The CCLHD Financial Performance Report was distributed with the Board meeting papers. The report was **noted** and taken as read.

### **8.4 CCLHD Performance Report**

The CCLHD Performance Report was distributed in the Board meeting papers. The report was **noted** and taken as read. Ms F. Wilkinson noted that the performance targets for hospital acquired complications have been adjusted following the publishing of census data for population. The updated data has resulted in improvements reflected in the District's performance.

### **8.5 Strategic Planning for 2024 – Nil update.**

### **8.6 CCLHD Clinical Services Plan 2023 – 2028 Implementation Plan**

The CCLHD Clinical Services Plan Implementation Plan was circulated to the Board as an early paper on 13 November 2023 and distributed in the Board meeting papers. The report was **noted** and taken as read. Ms F. Wilkinson discussed the following:

- Published on NSW Health website and CCLHD Intranet.
- The plan will be revisited consistently over the plan's five-year period.
- A six-monthly report will be provided to the Board in July and February annually.

### **8.7 CCLHD Quarterly Board Report April – June 2023**

The Quarterly Board Report was distributed in the Board meeting papers. The report was **noted** and taken as read.

## **9. BOARD SUBCOMMITTEE REPORTS**

### **9.1 Health Care Quality Committee Key Messages**

The Health Care Quality Committee Key Messages from the meeting held on 13 November 2023 were distributed in the Board Papers. **Noted** by the Board.

### **9.2 People and Culture Committee Key Messages**

Nil key messages.

### **9.3 Consumer and Community Committee Key Messages**

Nil key messages.

### **9.4 Medical & Dental Appointments Advisory Committee Key Messages**

The Medical and Dental Appointment Advisory Committee Key Messages from the meeting held 9 October 2023 were distributed in the Board meeting papers. **Noted** by the Board.

### **9.5 Board Research Committee Key Messages**

The Board Research Committee Key Messages from the meeting held on xx November 2023 were distributed in the Board Papers. **Noted** by the Board.

### **9.6 Board Sub-Committee Membership Review**

The Board discussed the Board Sub-Committee membership and agreed that

## **10. OTHER REPORTS – Nil**

## **11. COMPLIANCE MONITORING**

### **11.1 Board Calendar**

The 2024 Board Calendar was distributed in the Board meeting papers. **Noted** by the Board.

### **11.2 Board Evaluation/Charter/ToR Annual review**

The revised Board Terms of Reference and Board Charter were distributed in the Board papers. **Endorsed by the Board.** The Board Evaluation Summary of results was circulated and tabled.

### **11.3 Policy Directives with specific Board responsibility) – Nil**

## **12. CLINICIAN ENGAGEMENT**

### **12.1 Medical Staff Council Reports**

The Chief Executive attended the Gosford Medical Staff Council Meeting on 28 November 2023 and advised there were no significant updates to provide.

## **13. COMMITTEE MEETING MINUTES**

### **13.1 Finance & Performance Committee Minutes**

The Finance and Performance Committee minutes from the meeting held on 30 October 2023 were distributed with the Board meeting papers. **Endorsed** by the Board.

### **13.2 Health Care Quality Committee – Minutes**

The Health Care Quality Committee minutes from the meeting held on 9 October 2023 were Distributed in the Board Papers. **Endorsed** by the Board.

### **13.3 People and Culture Committee – Minutes**

Nil meeting held.

### **13.4 Medical and Dental Appointment Advisory Committee - Minutes**

The Medical and Dental Appointment Advisory Committee minutes from the meeting held on 9 October 2023 were distributed in the Board meeting papers. **Endorsed** by the Board.

### **13.5 Board Research Committee – Minutes**

Nil meeting held.

### **13.6 Consumer and Community Committee – Minutes**

Nil meeting held.

### **13.7 Audit and Risk Committee – Minutes**

Nil meeting held.

### **13.8 Clinical Council Minutes**

Nil meeting held.

## **14. NEW BUSINESS**

### **14.1 Board Deep Dive Schedule 2024**

The Board Deep Dive Schedule for 2024 was distributed with the Board meeting papers. The schedule was **noted** and taken as read.

### **14.2 Voluntary Assisted Dying (VAD) Service**

Ms J. Constable advised the VAD Service went live today along with the recent publishing of the legislation.

**Action: Update on how the service is functioning will be provided in February 2024.**

**14.3 Home Birthing Service**

Mr A. Cruickshank informed the Board that the first home birth facilitated by the Home Birthing Service occurred on 25 November 2023. The birth was very successful and a positive experience for all involved.

**Action:** Update on how the service is functioning to be provided at the March 2024 Board meeting.

**14.4 Board Planning Day**

The Board Planning Day is scheduled for Tuesday 30 January 2024 and will be held at The Glen for Women.

**15. In Camera Session**

An In Camera session was not held.

**Meeting Close / Next Meeting:**

The meeting closed at 8:16pm.

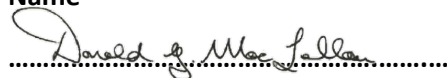
**Next Meeting:**

Tuesday, 19 December 2023 at 5.30pm

**CERTIFIED AS A CORRECT RECORD**

Prof. Donald MacLellan

**Name**



**Signature**

19 December 2023

**Date**