

## Board Development Working Party

### *Implementation of Decisions of the Board Meeting of October 2021*

Notes of implementation meeting Tuesday November 23 2021

In attendance: Mark Humphries Board Chair and Working Party Chair; Board members/Working Party members Peter Carter and Naree Hancock; CE Wayne Jones.

#### Strategy and Risk:

**Agreed** recommend to the Board that **Aboriginal Health** be added to Workforce, Patient Flow and Environmental Sustainability and Healthcare as strategic areas to be focused on by the Board

Working Parties to be established to drive the Board efforts in these areas.

**Workforce WP** **Agreed** membership: Susan N or Naree H (PC to discuss with SN), Pat Grier, Wayne Jones, Richard Buss, Tim Williams, Katharine Duffy (with reference to Vicki Rose and Brett Skinner).

**Patient Flow WP:** **Agreed** WJ to discuss with Lynne Weir and revert to this group.

**ESH WP:** **Agreed** membership: the members of the existing ESH WP with part of each alternate meeting to be devoted to longer term strategy and to be attended by MH, NH and WJ.

**Aboriginal Health:** **Agreed** to be discussed by this group in the New Year when new Board member(s) appointed.

#### Operational:

- **Agreed** LHD to join ISQua as an Institutional Member subject to a satisfactory outcome of Peter and Wayne's discussions with ISQua CEO (Carsten Engel) and/or President Jeffrey Braithwaite on the benefits of membership to the LHD. If confirmed, suggest points of contact be Board members and ELT members to enable dissemination of information, activities as appropriate. **PC to report back to this group. January 2022**

**NOTE: CE AND PC HAVE MET WITH PRESIDENT AND CEO OF ISQua AND THE CE HAS AGREED THERE ARE BENEFITS TO BE HAD BY JOINING ISQua AND ALSO THAT THE N NSW LHD WILL BE ABLE TO REPORT ON OUR INNOVATIONS AND WORK GLOBALLY THROUGH SUCH MEMBERSHIP. Membership to be effected in January 2022.**

- **Agreed** tailored training to be arranged for individual Board members. **Chair and CE to arrange by way of meetings with individual Board members. Throughout 2022. Chair to report back to this group.**
- **Agreed** regular 30 minute strategy/strategic plan discussions based on measurement of performance against goals. **Chair and CE to arrange.**
- **Agreed** Each ELT member to report to the Board annually followed by a workshop/discussion on that topic. **This to commence following the planned half day combined Board ELT workshop on strategy/strategic plan early in the New Year. Chair CE organise (both).**
- **Agreed** Board profiles (as opposed to detailed CVs/Bios ) for distribution to Board members, ELT, key staff and communications office. Ged/Fiona to suggest means of wider distribution and Northern Exposure should be considered. **Ged/Fiona to organise. March 2022**
- **Agreed** Board member skills/experience/interests matrix to be drawn up and circulated to Board members. **Ged to organise. March 2022.**
- **Agreed** Each Board member to present annually to the Board on her/ his current plans, interests and aspirations (healthcare and otherwise). **CE's office to organise.**
- **Agreed** CE's office to arrange for Board members who have not undertaken the "Respecting the Difference" workshop to do so. **CE's office. Throughout 2022**
- **Agreed** regular hospital roundings and 'meet the staff' to recommence. **CE's office.**
- **Agreed** Resources Manual to be compiled by way of document and other LINKS and made available to Board members. **CE's office. February 2022**
- **Agreed** Stakeholder Engagement Plan to be revised and implemented. **Ged March 2022.**
- **Agreed** Board members to understand better the communications and decision making structure, systems and informal patterns between the LHD and the Ministry. **CE's office to arrange. March 2022.**

NB discussion of the remaining operational items deferred due to other scheduled meetings. Group to be reconvened ASAP.

*Peter Carter*

*December 02 2021.*

**Meeting reconvened December 21 2021.**

Participating: Mark Humphries Board Chair and Working Party Chair; Board member/Working Party member Peter Carter; CE Wayne Jones.

- **Agreed** Board team building workshops/dinners. **Board Chair and Ged May to scope other public and private Board practices and advise on the best approach.** *March, June and September.*
- **Agreed** Patient Story at Board meetings. **Ged May, Jenny and Kate to organise.** *Alternate Board meetings.*
- **Agreed** Greater exposure of the Board as a group and individual Board members to staff members, in particular healthcare professionals. **Chair, CE and Ged May to decide means of doing and implement.** *To be rolled out over the year.*
- **Agreed** Board agenda review. **Jenny to obtain copies of agendas from other LHDs. PC and Jenny to review.** *February 2022*
- **Agreed** Annual Board calendar of strategic activities. **Defer to February 2022 due to related work underway in this area.** *February 2022*
- **Agreed** Benchmarking with a range of organisations (depending on subject matter) including broad benchmarking against other LHDs. **CE to discuss with Susan Nancarrow on means of implementation.** *February 2022*
- **Agreed** Invite outside speakers to speak on and/or commission exploratory studies into a range of relevant contemporary issues. **Membership of ISQua (see above) provides access to a large number of “ISQua Experts” covering a wide range of healthcare fields. Board members will also have networks which offer expertise. PC to explore further and report back to the Board.** *March 2022.*
- Board workshop to review performance against “Key Messages” (Elizabeth Proust) from the May 2020 ACSQHC Workshop. **CE to consider further the impact this may have on Executive workloads and report back.** *March 2022.*

*Peter Carter*

*December 21 2021.*