

HNECC Board Meeting Executive Summary – 10th April 2017



Meeting name: HNECC Board of Directors		
Date: 10/04/2017	Time: 10.00am	Venue: Tamworth Education Centre, 114-148 Johnston Street, Tamworth

Acknowledgement of Country: David Briggs delivered the Acknowledgement of Country

Confirmation of previous Board Meeting Minutes	The minutes of the Meeting held on 24 th January 2017 were accepted as a true and accurate record
Noting and Endorsement of Circular Resolutions	
Chairs Report	<ul style="list-style-type: none"> • Discussion in regards to engagement with the Clinical Councils and it was agreed that representatives of the three (3) Clinical Councils be invited to attend a facilitated session with the CEO, Executive, Board Chair and Board Clinical Council representatives, to workshop future involvement and engagement mechanisms. • The need for progression in the innovation space was discussed and it was agreed that a one (1) hour dedicated session be scheduled at the June Board meeting for discussion on progressing innovation. • Feedback from the PHN Chairs meeting with Minister Hunt was provided. • Discussion in relation to the Chair's recent tour of John Hunter Hospital. It was noted that the Chair was very impressed with the facility, services and Staff.
CEOs Report	<ul style="list-style-type: none"> • The CEO report was tabled, reviewed and discussed. • Key areas of focus were noted as being: Commissioning/Procurement and Performance, Partnerships and Alliances, Innovation. • The Best Practice Australia Staff Engagement Survey summary results for the organisation were reviewed. • The Aboriginal Health and Wellbeing Needs Assessment summary was tabled and noted. • Draft external Marketing Plan was reviewed. • The Capacity Building update was discussed. It was agreed that Allied Health is an underutilised resource with huge capacity.
Alliance and Partnerships	<ul style="list-style-type: none"> • Briefing Paper on current Key Partnerships and Alliances was tabled and reviewed. It was noted that the paper captures high level, organisational partnerships and alliances.
Strategic Planning Outcomes	<ul style="list-style-type: none"> • Briefing Paper on Strategic Planning Outcomes was tabled and discussed. • The Board endorsed the Strategic Planning Outcomes.

HNECC Board Meeting Executive Summary – 10th April 2017



HNECC Board Succession and Rotation	<ul style="list-style-type: none"> Briefing Paper on Board Succession and Rotation was tabled. It was agreed to defer discussion to the next meeting.
Risk Profile & Register	<ul style="list-style-type: none"> The Board Risk Profile and Register was tabled and reviewed.
Strategic Plan Update and Tracking	<ul style="list-style-type: none"> The Strategic Plan Performance Report and Discretionary Funds Report were tabled and reviewed.
Finance, Audit & Risk (FAR) Committee	<ul style="list-style-type: none"> Financials as at 28th February 2017 were tabled and noted. Minutes from the FAR Committee meeting held 9th February 2017 were tabled and noted. It was advised that the organisation is tracking well and is on target.
Safety, Quality & Performance (SQP) Committee	<ul style="list-style-type: none"> Report and Minutes from the SQP Committee meeting held 30th January and 20th March 2017 were tabled and noted. Discussion in regards to the HealthPathways generic login and it was advised that the SQP Committee have requested that Staff further investigate options/potential for the measurement of new users.
Innovation, Research, Service Design & Population Health (IRSDPH) Committee	<ul style="list-style-type: none"> Minutes from the IRSDPH Committee meeting held 27th March 2017 were tabled and noted. An explanation of the Pitch Night proposal was provided.
Remuneration & Governance (RAG) Committee	<ul style="list-style-type: none"> Report and Minutes from the RAG Committee meeting held 10th March 2017 were tabled and discussed. It was noted that the committee had provided several recommendations for consideration and these were endorsed by the Board:
Clinical Councils	<ul style="list-style-type: none"> Reports and Minutes from each of the Clinical Councils were tabled and discussed. <ul style="list-style-type: none"> Central Coast – the Board noted the Council’s feedback around the provision of clear direction with regard to the role of the Council and ensuring members are well informed. Hunter Metro – the Board noted the Council’s feedback around the need for the organisation to identify timely Council input, to ensure that members are able to provide constructive input and feedback. The Board considered and endorsed the recommendations to: <ul style="list-style-type: none"> increase the membership for the Hunter Metro Clinical Council from a maximum of 10 to a maximum of 12 members review the current Terms of Reference with regards to the membership terms and rotation HNE Rural – the Board noted the Council Chair’s resignation, along with the need to review the lack of education events in smaller communities and overlap in the norther sector between the PHN and Division led events.

HNECC Board Meeting Executive Summary – 10th April 2017



Community Advisory Committees	<ul style="list-style-type: none">• Report and Minutes from each of the Community Advisory Committees (CAC) were tabled and discussed.<ul style="list-style-type: none">- Central Coast - the Board noted that this was the first meeting of the newly established Central Coast CAC and that they are now in the process of selecting a Chair.- Hunter Manning – the Board noted that discussions focussed largely on the purpose of the Committee and key focus areas going forward including Advocacy, Improving Access and Collaboration, Co-design.- HNE Rural – the Board noted the CAC's emphasis on Access and Communication and their recommendation that additional resources be allocated for a research project to specifically investigate access and communication in rural areas. The Board also noted the Committee's endorsement on the development of the community engagement strategy for the Healthy Weight initiative.
Executive Correspondence	Executive Correspondence register was noted.