

# HNECC Board Meeting Executive Summary – 14<sup>th</sup> August 2017



<b>Meeting name: HNECC Board of Directors</b>		
<b>Date:</b> 14/08/2017	<b>Time:</b> 10.00am	<b>Venue:</b> Suite 11, 125 Bull Street, Newcastle

## Acknowledgement of Country: Jane Schwager delivered the Acknowledgement of Country

Confirmation of previous Board Meeting Minutes	The minutes of the Meeting held on 23 <sup>rd</sup> June 2017 were accepted as a true and accurate record
Noting and Endorsement of Circular Resolutions	
Chairs Report	<ul style="list-style-type: none"> <li>• Verbal feedback was provided.</li> <li>• Staff were congratulated on the recent Pitch Night. It was agreed that it was an outstanding event.</li> <li>• Feedback from the recent NSW/ACT Council meeting was provided.</li> <li>• Summary from the Advanced Not For Profit Governance course was tabled and discussed.</li> </ul>
CEOs Report	<ul style="list-style-type: none"> <li>• A presentation was provided by the CEO.</li> <li>• The Board was provided an update on how the organisation is tracking across Horizons 1-3.</li> <li>• Discussion in relation to opportunities around data analysis solutions going forward. It was noted that the IRSDPH Sub-Committee would further consider data analysis along with marketing strategies in their upcoming meetings.</li> <li>• The CEO report was tabled and discussed.</li> <li>• The Contracted Services Performance Update table was noted and discussed. It was noted that the organisation continues to move towards reporting outcomes rather than activity.</li> <li>• Discussion in relation to the quantum of Capacity Building funds and how the organisation will measure the return on investment.</li> </ul>
HNECC Board Succession and Rotation	<ul style="list-style-type: none"> <li>• Recommendations from the RAG Sub-Committee in regards to the preferred Board Succession and Rotation model were discussed and endorsed.</li> </ul> <p><b>MOTION:</b> That the Board Succession and Rotation model as recommended be adopted with the inclusion of a two (2) year evaluation process.</p> <p><b>MOTION:</b> That a Nomination and Selection Policy be drafted, for endorsement by the Board.</p> <p><b>Motions unanimously CARRIED</b></p> <ul style="list-style-type: none"> <li>• A verbal report from the previous RAG Sub-Committee meeting was provided and further recommendations from the committee</li> </ul>

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	<p>were discussed.</p> <ul style="list-style-type: none"> <li>• Recommendations regarding Clinical Council, CAC and Board Sub-Committee Terms of Reference were considered: <ul style="list-style-type: none"> <li>○ Confirmation of completion of 12 monthly evaluations on all Clinical Councils and CACS</li> <li>○ Clinical Council and CAC evaluations be conducted every two (2) years (aligning with the Board evaluation), members are eligible to serve a maximum of three (3) consecutive terms (may be extended at the Board's discretion).</li> <li>○ Board Sub-Committee evaluations be conducted every two (2) years (aligning with the Board evaluation).</li> </ul> </li> </ul> <p><b>The Board resolved</b> to approve the recommendations regarding Clinical Council, CAC and Board Sub-Committee Terms of Reference. All Board members were encouraged to attend future Clinical Council and CAC meetings as able.</p> <ul style="list-style-type: none"> <li>• Recommendations regarding Appointment of a Deputy Chair and Additional Remuneration of Deputy Chair were discussed and considered: <ul style="list-style-type: none"> <li>○ A Deputy Chair role be formalised and that David Briggs is appointed to the Deputy Chair role.</li> <li>○ Review of appropriate stipend for a Deputy Chair role.</li> </ul> </li> </ul> <p><b>The Board resolved</b> to approve the recommendations regarding Appointment of a Deputy Chair and Additional Remuneration of Deputy Chair and expressed their gratitude to DBriggs, noting that he has assumed this role in the past unconditionally.</p>
Co-Commissioning and Joint Commissioning	<ul style="list-style-type: none"> <li>• Briefing Paper on Co-Commissioning and Joint Commissioning was tabled and noted.</li> <li>• Discussion regarding leveraging for better outcomes and difference between collaboration and true partnering.</li> <li>• It was noted that HNECC is working well with both LHDs and further opportunities exist to strengthen and broaden these partnerships.</li> </ul>
Risk Profile & Register	<ul style="list-style-type: none"> <li>• The Board Risk Profile and Register was tabled and discussed.</li> <li>• It was agreed that the organisation will need to manage priorities and be selective and strategic with regards to new initiatives.</li> </ul>
Strategic Plan Update and Tracking	<ul style="list-style-type: none"> <li>• The Strategic Plan Performance Report and Discretionary Funds Report were tabled and noted.</li> <li>• It was advised that a paper on Social Impact Investment is being drafted for consideration by the FAR Sub-Committee at their next meeting.</li> </ul>
Finance, Audit & Risk (FAR) Committee	<ul style="list-style-type: none"> <li>• Financials as at 30<sup>th</sup> June 2017 were tabled and noted and a verbal report was provided from the FAR Committee meeting held 11<sup>th</sup> August 2017.</li> </ul>
Safety, Quality & Performance (SQP) Committee	<ul style="list-style-type: none"> <li>• Report and Minutes from the SQP Committee meeting held 7<sup>th</sup> August to be tabled at the next Board meeting.</li> </ul>

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Innovation, Research, Service Design & Population Health (IRSDPH) Committee	<ul style="list-style-type: none"> <li>• Verbal report and Minutes from the IRSDPH Committee meeting held 31<sup>st</sup> July 2017 were provided and noted.</li> <li>• It was advised that papers are being prepared on the allocation of funds for marketing, and the Innovation strategy, for consideration by the Board following endorsement by the committee at their next meeting.</li> </ul>
Remuneration & Governance (RAG) Committee	<ul style="list-style-type: none"> <li>• Previously covered, refer 7.3.1.</li> </ul>
Clinical Councils	<ul style="list-style-type: none"> <li>• Reports were provided from each of the most recent Clinical Council meetings.               <ul style="list-style-type: none"> <li>○ Central Coast – Report and Minutes from 13<sup>th</sup> June were tabled and discussed.</li> <li>○ Hunter Metro – Report and Minutes from 15<sup>th</sup> June were tabled and discussed.</li> <li>○ HNE Rural – Report and Minutes from 8<sup>th</sup> June were tabled and discussed.</li> </ul> </li> </ul>
Community Advisory Committees	<ul style="list-style-type: none"> <li>• Reports were provided from each of the most recent Community Advisory Committees (CAC) meetings. It was noted that the CAC Chairs will meet with HNECC Board and Staff representatives for a workshop, following the Board meeting.               <ul style="list-style-type: none"> <li>○ Central Coast – Report and Minutes from 18<sup>th</sup> May were tabled and discussed.</li> <li>○ Hunter Manning – Report and Minutes from 6<sup>th</sup> July were tabled and discussed.</li> <li>○ HNE Rural – Report and Minutes from 4<sup>th</sup> May were tabled and discussed.</li> </ul> </li> </ul>
Executive Correspondence	<ul style="list-style-type: none"> <li>• Executive Correspondence register was noted.</li> </ul>