

Meeting Date:	Wednesday, 2 October 2024
Meeting Time:	Gather 9:15am for 9:30am start to 5:00pm close
Meeting Location:	Roma Mitchell House, Level 10, OCEO Boardroom
Members:	Mr Raymond Spencer (Chair), Professor Judith Dwyer (Deputy Chair), Professor Justin Beilby, Professor Christine (Chris) Kilpatrick, Mr Peter Hanlon, Ms Ingrid Haythorpe, Mr Kevin Cantley, and Professor Janine Mohamed (via MS Teams at 11:30am CST)
Observers:	Associate Professor Peter Subramaniam, Observer (Chair, Clinical Council), and Mrs Vanessa McLoughlin, A/Director, Budget and Performance Branch, Department for Treasury and Finance
Attendees:	Dr Emma McCahon, Chief Executive Officer, Ms Catherine Shadbolt, Executive Director, Finance and Business Services, Ms Holly Clark, Director, Office of the CEO/Chief of Staff, Ms Amanda Clark, Executive Director, Nursing and Patient Experience (Executive Observer) and Mr Andrej Knez, Manager, Board and Government Relations
Invitees:	Mr Luke Holland, Partner, Sparke Helmore (presenter item 4.1), Mr Peter Pollnitz, Manager, Work Health Safety and Injury Management (item 4.1), Ms Rachael Kay, Executive Director, Operations and Performance (item 4.3), Dr Sarah Flint, Interim Executive Director, Medical Services (via MS Teams, item 5.3), Ms Michelle Sorensen, A/Director, Safety and Quality (item 5.3), Mr Andrew Collins, A/Group Executive Director, Statewide Clinical Support Services (item 5.4), and Mr Michael Burton, Interim Executive Director, People and Culture (item 5.5)
Apologies:	Nil

## AGENDA:

*Marni ngadlu tampinhi*

*Ngadlu*

*Kaurna yartangka inparrinhi*

*Ngadlu tampinhi Kaurna Purkarna kuma Miyurna iya yalaka*

*We would like to acknowledge this land that we meet on today is the traditional lands for the Kaurna people and that we respect their spiritual relationship with their country. We also acknowledge the Kaurna people as the custodians of the greater Adelaide region and that their cultural, linguistic and heritage beliefs are still important to the living Kaurna people today.*

No	Agenda Item	Responsibility	Format	Time	Page
1	Meeting Opening				
1.1	Welcome and Apologies	Chair	Verbal	9:30am (15)	
1.2	Conflict of Interest Disclosure	Chair	Verbal		
1.3	Confirmation of Agenda / Any Other Business	Chair	Note		
1.4	Confirmation of Previous Minutes	Chair	Approve		4
1.5	Action List	Chair	Discuss		15
2	Connection to Purpose				
2.1	Patient Story	E McCahon	Discuss	9:45am (5)	
3	CEO Update				
3.1	CEO Report	E McCahon	Discuss	9:50am (15)	17

No	Agenda Item	Responsibility	Format	Time	Page
3.2	Health Cabinet Committee	E McCahon	Discuss	10:05am (10)	27
3.3	CEO Performance Improvement Projects	E McCahon	Verbal	10:15am (15)	
4	Presentations				
4.1	Work Health Safety Defined Officer Session	L Holland P Pollnitz	Discuss	10:30am (60)	38
	Due diligence and overview of responsibilities in relation to the role of Defined Officers under the Work Health and Safety Act 2012 (SA).				
4.2	Cultural Safety Session	J Mohamed	Discuss	11:30am (60)	
Break and Lunch (12:30pm to 1:00pm)					
4.3	Hampstead Rehabilitation Centre	E McCahon R Kay	Discuss	1:00pm (20)	77
	Progress update in relation to refurbishment works, consultation process for the new model of care, and the recruitment of staff to support patient care at the Hampstead Rehabilitation Centre.				
5	Matters for Update and Discussion				
Our Priorities We invest in what matters					
5.1	Financial Performance				
	5.1.1 Finance Report	C Shadbolt	Discuss	1:20pm (10)	85
	Assurance in relation to CALHN's financial position.				
	5.1.2 Financial Recovery Plan	C Shadbolt	Discuss	1:30pm (10)	99
	Assurance and update in relation to the Financial Recovery Plan for CALHN.				
	5.1.3 2024-25 Budget Management Strategies	C Shadbolt	Discuss	1:40pm (10)	103
	Assurance in relation to the budget management strategies and performance focus areas for 2024-25.				
5.2	CALHN and Statewide Clinical Support Services 2024-25 Service Agreements	E McCahon	Approve	1:50pm (10)	
	Assurance and approval of the CALHN and Statewide Clinical Support Services 2024-25 Service Agreements and their submission to the Department for Health and Wellbeing.				
Safety and Quality					
5.3	National Safety and Quality Health Service Standards Assessment Outcome	S Flint M Sorensen	Discuss	2:00pm (20)	116
	Discuss the short notice assessment outcome against the National Safety and Quality Health Service Standards, and timeline for the delivery of the final assessment report.				
Compliance and Legislation					
5.4	2024 Annual Public Meeting	H Clark	Approve	2:20pm (10)	136
	Discuss the planning and agree on the program for the 2024 CALHN Governing Board Annual Public Meeting (APM) to be held in December 2024.				
5.5	Statewide Clinical Support Services (SCSS)				
	5.5.1 Annual Compliance Certification 2023-2024	A Collins	Approve	2:30pm (10)	139
	Assurance and approval of the Statewide Clinical Support Services Annual Compliance Certification for submission to the Department for Health and Wellbeing.				
	5.5.2 Asset Management Plan	A Collins	Approve	2:40pm (15)	146
	Assurance and approval of the Statewide Clinical Support Services Asset Management Plan, noting further refinements will be undertaken as services plans develop and are updated.				

No	Agenda Item	Responsibility	Format	Time	Page
<b><i>We attract and foster world-class talent</i></b>					
5.6	People Matter Employee Survey 2024	M Burton	Discuss	2:55pm (10)	150
	<i>Discuss the status of the People Matter Employee Survey 2024, and assurance following the release of the survey results across the SA Public Sector.</i>				
6	Committee Reports				
<i>Dates written reports are due:</i> <ul style="list-style-type: none"> <li><b><i>Clinical Governance and Consumer Engagement (Apr / Oct)</i></b></li> <li><i>Audit and Risk (Apr / Dec)</i></li> <li><i>People and Culture (Jun)</i></li> <li><i>Statewide Clinical Support Services (Aug / Dec)</i></li> </ul>					
6.1	Clinical Governance and Consumer Engagement	Chair	Discuss	3:05pm (20)	180
	<i>Assurance and discussion in relation to the Clinical Governance and Consumer Engagement Committee to the Board's key areas of focus and decisions as per its respective Terms of Reference.</i>				
6.2	Audit and Risk	Chair	Verbal	3:25pm (5)	
6.3	People and Culture	Chair	Verbal	3:30pm (5)	
6.4	Statewide Clinical Support Services	Chair	Note	3:35pm (5)	183
	<i>Note the update on the Statewide Clinical Support Services Committee to the Board's key areas of focus and decisions as per its respective Terms of Reference.</i>				
7	Board Reflections and Conclusion			3:40pm (20)	
8	Executive Session (Board/CEO)			4:00pm (30)	
9	Executive Session (Board)			4:30pm (30)	
Close of meeting					
Next Meeting	Date: Wednesday, 4 December 2024 Location: Royal Adelaide Hospital				

## Consent Agenda

***(Published in Diligent on 13 September and updated on 19 September 2024)***

No	Topic	Responsibility	Action	Page
1	Matters for Noting			
1.1	Performance Dashboard	E Dicus	Note	2
1.2	Workforce Report	M Burton	Note	32
1.3	AusHealth Report	C Shadbolt	Note	39
1.4	2023-24 Final General Purpose Financial Statements	C Shadbolt	Note	47
2	Signed Committee Minutes			
2.1	Financial Performance and Investment	C Shadbolt	Note	96
2.2	Clinical Governance and Consumer Engagement	S Flint	Note	101
2.3	Statewide Clinical Support Services	J Hartley-Jones	Note	110
3	Abbreviations and Acronyms Guide			115