

**Endorsed Meeting Minutes**

DATE: Wednesday, 28 July 2022  
TIME: 9.30am – 10.30am  
VENUE: TEAMS

Item / Description	
<b>Attendance and Declarations</b>	
<b>Welcome:</b> Heather Cavanagh <b>Acknowledgement of Country:</b> Heather Cavanagh	
<b>Present:</b> Prof H. Cavanagh, Hon L. Hartsuyker, Dr J. Beange, Mr N. Porter, Dr T. Francis, Dr A. Seccull, Mr M. Coulter, Mr G. Humphreys, Mrs T. Singleton, Mrs J. Zirkler <b>In Attendance:</b> Mr S. Dowrick. Mr P. Connor, Ms B. White	
<b>Apologies:</b> Mrs S. McGinn, Dr T. Francis	
<b>Observers:</b> Nil.	
<b>Declarations of Interest:</b> Nil.	
<b>Item 1. Strategic Matters for Discussion and or/endorsement</b>	
1.1	Budget 2022/2023  <b>Resolution(s):</b> The MNCLHD Governing Board endorsed the 2022/23 Budget Update and attachments.
1.2	MNCLHD Service Agreement 2022/2023  <b>Resolution(s):</b> The MNCLHD Governing Board endorsed the MNCLHD Service Agreement 2022/2023.
1.2.1	Notes to State Outcomes and Budget Schedule  <b>Resolution(s):</b> The MNCLHD Governing Board noted the Notes to State Outcomes and Budget Schedule.
1.3	MNCLHD Asset Management Plan FY23-FY32  The MNCLHD Governing Board noted the status of compliance with the NSW Treasury's Asset Management Policy (TPP19-07).  <b>Action(s):</b> a) Provide the Governing Board an annual report on MNCLHD compliance with NSW Treasury's Asset Management Policy (TPP19-07).
1.4	MNCLHD Strategic Asset Management Plan FY23-FY32  <b>Resolution(s):</b> The MNCLHD Governing Board endorsed the MNCLHD Strategic Asset Management Plan FY23-FY32.
<b>Item 2. General Business</b>	



2.1	Nil.
<b>Item 3. Close</b>	
13.1	The meeting closed 10.19am.

**MID NORTH COAST LOCAL HEALTH DISTRICT GOVERNING BOARD MEMBERSHIP**

Professor Heather Cavanagh	Chair
Mr Luke Hartsuyker	Deputy Chair
Dr Jennifer Beange	
Michael Coulter	
Dr Tim Francis	
Gary Humphreys	
Susan McGinn OAM	
Neil Porter	
Dr Alison Seccull	
Tracy Singleton	
Jennifer Zirkler	

**Secretariat**

Brooke White

**Right of Audience and Debate**

Stewart Dowrick	Chief Executive
Delwyn Kruk	Corporate Governance Manager

**DECLARATION OF INTEREST**

Governing Board members are responsible for disclosing circumstances that give rise or may give rise to actual, potential or perceived conflicts of interest.

Declarations are to be submitted to the Board Secretary in writing prior to the meeting. The Board will determine the appropriate course of action, which may include the member leaving the meeting for the duration of the item or abstaining from discussion and/or decision.

**IT IS NOTED THAT ALL GOVERNING BOARD PAPERS AND DISCUSSION ARE CONFIDENTIAL**

**ROLES AND RESPONSIBILITIES OF THE GOVERNING BOARD**

The Board provides governance oversight for the local health district, not day-to-day management, or operations. The Board is focused on leading, directing and monitoring the activities of the local health district and driving overall performance. The specific functions of the Board are outlined in the Board Charter (available here) and in Section 28 of the Health Services Act 1997. The Board Chair also has an oversight role in respect of the Chief Executive, in relation to appointment, annual performance agreement and annual performance review as provided for under the Health Executive Service Framework.

**GOVERNING BOARD REFLECTION**

1. Did we spend the most time on the most important things?
2. Did we add value?
3. How could we have done things better?
4. Any feedback for management?