

**MEETING MINUTES - ENDORSED**

**Wednesday, 29 July 2015**

**3:00 - 4:00pm**

*Special Budget Meeting*

**Videoconference:** PMCHC – VCN, CHHC – 025

ITEM / DESCRIPTION		ACTION REQUIRED	CARRIAGE	ATT No.
<b>A Attendance and Declarations</b>				
<u>Welcome:</u> Warren Grimshaw, Chair.				
Present: Warren Grimshaw Chair (WG), Stephen Begbie (SB), David Kennedy (DK), Jo Sutherland (JS), Janine Reed (JReed), Jan Ryan (JRyan), John Barrett (JB), Elizabeth Ruthnam (ER), Gail Whiteford (GW)		For Noting	Chair	
Apologies: Neville Parsons (NParsons), Neil Porter (NPorter)		For Noting	Chair	
In Attendance: Bronwyn Chalker (BC), Nick de Groot (NdG), Wendy Mason (WM) for Peter Lavelle, Vanessa Edwards, (VE), Lynn Lelean (LL)		For Noting	Chair	
Declaration of Pecuniary Interest, Conflict of Interest and Related Transactions: <u>Continuing:</u>		For Noting	Chair	
<ul style="list-style-type: none"> <li>• Neville Parsons in relation to possible Credit Union Investment/s.</li> <li>• Janine Reed in relation to Nambucca Valley Care</li> <li>• Neil Porter in relation to employment with HCCU; Chair of Life Line Mid Coast &amp; on the Charles Sturt University Advisory Committee</li> <li>• Elizabeth Ruthnam in relation to Baringa Private Hospital &amp; on the Council for Southern Cross University</li> <li>• Stewart Dowrick on the Charles Sturt University Advisory Committee</li> <li>• Jo Sutherland is now a Director of the Primary Health Network</li> </ul>				
<b>B Strategic Matters for discussion and/or endorsement</b>				
<b>Item 1</b>	<b>Budget 2015/16</b>			
	1.1	Budget – Special Budget Meeting 2015/2016 <ul style="list-style-type: none"> <li>• Report to be received from the Finance Committee.</li> <li>• Executive Summary for the 2015/16 Initial Budget Allocation</li> <li>• Service Agreement</li> </ul>		
	<ul style="list-style-type: none"> <li>• JB, as Acting Chair of the Finance Committee, advised that the Finance Committee have reviewed the budget and recommends its adoption by the Board.</li> <li>• SB raised the matter of FTE's as it relates to delivery of services and also the issue of clinical trials.</li> <li>• NdG spoke to the budget report and addressed the issues raised by SB.</li> <li>• Subsequent discussion focused on the relationship between FTE's and quality outcomes in the current budget.</li> <li>• There was also discussion in relation to the cost allowed for staff wages and the appropriate number of FTE's as it relates to work output and the current budget.</li> <li>• There was discussion in relation to the consideration needed when noting the difference in costing for each part of the District and how the loss or gain of either end results in the opposite at the other end of the District.</li> <li>• The Board noted the current situation being implemented by the Ministry on behalf of the government in relation to the collection/consolidation of cash reserves and further noted that they may need to further express their dissatisfaction in relation to this to the Ministry.</li> <li>• The Board requested more detail in relation to presentations at ED for the Port/Coffs comparison.</li> </ul>			

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	<ul style="list-style-type: none"> <li>• There was discussion in relation to the ongoing and increasing issue of security at campuses.</li> <li>• GW noted the positive presentation of the budget.</li> <li>• The Board also addressed the matter of risks identified in a paper presented and noted work that was being undertaken in relation to budget overruns at Port Macquarie and the reasons therefore.</li> </ul> <p><b>Resolution:</b> That the Governing Board reviewed and endorsed the Initial Budget Allocation for 2015/16 and also endorsed the signing of the Performance Agreement.</p>			
<b>C General or Other Business</b>				
<b>Item 2</b>	<b>General Business, Correspondence &amp; Questions on Notice</b>			
	2.1	Confidentiality (Standing item)	For Noting	Chair
	2.2	Any Other Business		
	<b>Resolution:</b> That the Governing Board receive and note the information provided in Item 2.			
<b>Item 3</b>	There being no further business the meeting closed at 4.30pm.			