

Western NSW LHD Board Meeting October 2022
The Quality Inn, Whylandra Street Dubbo
Wednesday 2 November 2022, 9:30 — 12:15 AEST

Present:	Matthew Irvine	Board Chair
	Amanda O'Brien	Board Member
	Jason Cooke	Board Member
	Annette Crothers	Board Member
	Fiona Bennett	Board Member
	Sally Davis	Board Member
	Penny Gibbs	Board Member
	Louise Johnson	Board Member
	Mark Spittal	Chief Executive
	Adrian Fahy	Exec Director Quality, Clinical Safety & Nursing
	Josh Carey	Exec Director Planning, Performance, Funding & Corporate Services
	James Ross	A/Exec Director Planning, Performance, Funding & Corporate Services
	Sharon McKay	A/Exec Director Operations
	Krissy Ukena	Secretariat
	Dr Randall Greenberg	District Medical Staff Executive Council representative

Absent:

Apologies: Colin McClintock Board Member

1 Board meeting commences with Acknowledgment of Country

The meeting commenced at 9.30 am with the Chair providing an Acknowledgement of Country.

2 Welcome and Introduction

Ms Sally Davis and Ms Penny Gibbs were welcomed as new members of Western NSW Local Health District Board.

Dr Greenberg was welcomed to the meeting as a representative for the District Medical Staff Executive Council.

Mr James Ross, Acting Executive Director Planning Performance, Funding & Corporate Services.

3 Apologies

Dr Colin McClintock, Board Member

4 Conflicts of interest

Action: [Secretariat to circulate conflict of interest register for review.](#)

5 Minutes of Board meeting held 5 October 2022

Minutes were endorsed by the Board.

6 Action Register from Board meeting held 5 October 2022

Progress on action items was noted.

7 Chair Report

Director Irvine noted the following:

- Ms Sally Davis and Ms Penny Gibbs have been appointed as members to WNSWLHD Board.
- Re appointment process for Director O'Brien has commenced.
- Noted Minister Hazzard's intentions to retire at the next NSW state election early 2023.

8 Chief Executive Report

Mr Spittal spoke to the report which was noted by the Board highlighting:

- Welcome and introduction to new Board Members and Executive.
- Noted a health council chairs workshop is being hosted concurrently with an Annual Public Meeting held later today.
- Noted the NSW Election anticipated to be held in March 2023.
- The LHD implemented a temporary service reduction at Nyngan MPS. The Chief Executive Unit will provide Board Members with timely notice to advise of any service changes.
- Minor delays for the MRI at Bathurst Health Service as a result of the weather.
- Acknowledge cessation of COVID-19 Commonwealth funding from December 2022.

8.1 WNSWLHD Performance scorecard September 2022

The scorecard was noted by the Board.

8.2 NSW Health League Table August 2022

The League Table was noted by the Board. The Board requested further discussion at the December Board meeting on the data provided and mitigation activities.

9 Dubbo Residential Rehabilitation Project

Mr Spittal spoke to the brief and paper which was noted by the Board.

Discussion included:

- Funding secured for Dubbo Drug and Alcohol rehabilitation
- The District continues to explore land opportunities in Dubbo with Dubbo Regional Council
- The Rehabilitation facility will include a small detox service.
- The facility, once operational, will be managed by a third-party organisation.

The Board supported the District to pursue Option A, including entering a Heads of Agreement arrangement. The Board requested further discussion before Option B or any future options are considered.

10 Strategic and Annual Plan update

10.1 Workforce Strategy

Ms Jacqui Blackshaw, Acting Executive Director People and Culture joined the meeting.

Ms Blackshaw spoke to the brief and presentation, which was noted by the Board.

Discussion included:

- New Graduate Nurses
- Allied Health Rural Graduate Program

- Promotion and communication strategy
- Capacity building
- Simulation Orientation

Jacqui Blackshaw left the meeting.

11 Planning, Performance and Funding

11.1 Financial Performance Report

Mr Carey spoke to the report and provided an update. It was noted by the Board and highlighted:

- September results were unfavourable (including both baseline and COVID expenditure)
- COVID expenses reflects arrears funding recovery which now occurs quarterly rather than monthly. COVID expenditure, including surgical recovery is anticipated to be recouped from Ministry of Health.
- September revenue was unfavourable.
- YTD unfavourable with a full year forecast unfavourable. Workforce vacancies remain high and is driving some of the unfavourable costs results.
- Workforce incentive funding is anticipated to be received this calendar year.

11.2 Finance & Performance (F&P) Committee Draft Minutes

The draft minutes were noted by the Board.

11.3 Finance & Performance Committee Chair Comments

The minutes were taken as read and no questions were raised.

12 Clinical Operations

12.1 Acting Executive Director Clinical Operations Report

Ms McKay spoke to the report which was noted by the Board and highlighted:

- Emergency Department activity has increased over the past month
- Surgical waitlist recovery program continues
- Commonwealth has funded an aged care recruitment and incentive payment program which will be applied across the District.

13 Quality, Clinical Safety and Nursing

13.1 Patient Story - Lessons Learned

Not available for this meeting.

13.2 Executive Director Quality, Clinical Safety and Nursing Report

Mr Fahy provided a report which was noted by the Board.

13.3 Safety and Quality Account Report 2021-22

A brief and paper was noted by the Board.

Discussion included:

- Report supported by Health Care Quality Committee

- Communication and dissemination strategy for the report

The Board endorsed the Chairperson and Chief Executive to endorse the Western NSW LHD Safety & Quality Account 2021-2022 and Safety & Quality Report 2021-2022.

13.4 Health Care Quality Committee (HCQC) Draft minutes

The draft minutes were noted by the Board

13.5 HCQC Chair Comments

Director O'Brien highlighted:

- Oral Health passed accreditation
- All activities are now complete for the Cultural Audit Tool, self-assessment tool.

14 Medical and Dental Appointments Advisory Committee (MADAAC)

14.1 MADAAC Meeting Draft Minutes

The draft minutes were noted by the Board.

14.2 MADAAC Chair Comments

Director Irvine noted the draft minutes and recommendations provided to Mr Spittal, Chief Executive.

Discussion:

- Committees Terms of Reference will be reviewed when Chief Medical Officer commences in the new year. The Board requested the minutes be updated to change wording to reflect that the CMO is to be appointed not CE. [Action: Secretariat to notify MADAAC secretariat.](#)

15 Medical Council Meetings

15.1 District Clinical Council Draft Minutes

The draft minutes were noted by the Board.

15.2 District Medical Staff Executive Council representative comments

Dr Greenberg discussed the September District Medical Staff Executive Council and the opportunity that exists to support managers to manage clinical concerns.

16 Audit and Risk Committee

No meeting held in October

17 Reflection of Meeting

- Ms Sally Davis and Ms Penny Gibbs provided the Board with an overview of themselves
- Review opportunities for Ms Davis and Ms Gibbs to become a member of one of the District's statutory committees.
- Discussion regarding communication strategy and opportunity to share positive stories. It was acknowledged that people receive information differently. [Action: Secretariat to schedule a discussion on the Districts communication strategy in 2023.](#)

Formal meeting closed 12.15pm

Signed:

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end.

Dated: 7 December 2022