

Meeting of the Murrumbidgee Local Health District Board

Date: Wednesday, 26 July 2023

Time: 12.30pm

Venue: MLHD Offices, Yindymarra Meeting Room

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Glynis Ingram (Chair)	P
Mr Adrian Lindner	P
Mr Tony Kolbe	P
Mr Andrew Jones	PV
Mr John Ireland	P
Ms Elke Cleverdon	PV
Ms Elizabeth Dixon	PV
Dr Alam Yoosuff	P
Ms Mary Atkinson	AP
Ms Cheryl Penrith	P

MLHD Executive & Staff

Name	Title	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Jill Ludford	Chief Executive, Murrumbidgee Local Health District	P
Mr Kevin Lawrence	Director Finance & Performance, Murrumbidgee Local Health District	P
Ms Carla Bailey	Executive Director Operations, Murrumbidgee Local Health District	P
Ms Emma Field	Director Integrated Care and Allied Health, Murrumbidgee Local Health District	P
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	AP

Invited Guests

Ms Jenny Spain	CAE / CRO Director Governance, Risk and Audit, Murrumbidgee Local Health District	PV
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Representatives from Health Infrastructure provided an update on MLHD projects prior to the meeting.

Item 1	Welcome, Apologies and Acknowledgment of Country
Item 1.1 and Item 1.2	

The meeting was declared open at 12.45pm by the Chair, Ms Glynis Ingram. Apologies were received from Director Atkinson.

The Chair acknowledged the traditional owners of the land on which members were participating and paid respects to Elders past, present, future and emerging.

The Chair acknowledged the leadership of Director Lindner in the previous period.

Item 1.3 Conflict of Interest Declarations

Members were asked to declare:

- i. Conflicts of interest in relation to the agenda
- ii. Changes in material circumstance.

Nil.

Item 1.4 Patient story

Ms Jill Ludford shared a patient story of baby Clancy's and early experiences with stoma.

The story outlines how services are networked and linked, and the impact on families receiving care away from home.

Item 2	Confirmation of Previous Minutes
Item 2.1	MLHD Board – June 2023

The minutes of the Board Meeting held on 28 June 2023 were accepted as a true and accurate record of the meeting.

MOVED: Director Lindner

SECONDED: Director Kolbe

Item 2.2 Health Care Safety and Quality Committee

The minutes of the Health Care Safety and Quality Committee meeting held on 28 June 2023 were accepted as a true and accurate record of the meeting.

MOVED: Director Dixon

SECONDED: Director Lindner

Item 2.3 Audit and Risk Committee

The Minutes of the Audit and Risk Committee meeting held on 14 July, 2023 were noted.

Director Cleverdon complemented the significant effort of the finance staff for the timely completion and quality of the finance papers.

The Chair complimented the ARC Committee on the interrogation of the papers, and comprehensive review.

Item 3	Actions from the Previous Minutes
Item 3.1	<p>Action List</p> <p>Action List was discussed. Closures accepted include:</p> <ul style="list-style-type: none"> • B23/04-006. • B23/05-003. • B23/06-002. • B23/06-004.
Item 3.2	<p>First 2000 Days Implementation Plan</p> <p>Ms Emma Field, Director Integrated Care and Allied Health spoke to the document. Key items of the discussion included:</p> <ul style="list-style-type: none"> • The First 2000 days of life is a critical time for physical, cognitive, social and emotional health. What happens in the first 2000 days has been shown to have an impact throughout life. • MLHD is working with the Murrumbidgee Primary Health Network (MPHN) to improve access to health care services where disparities have been identified for mothers and their young children. The Murrumbidgee Maternal and Child Health Strategy highlights the importance of achieving positive maternal and child health outcomes for our region. The intent of the Strategy is to ensure that MPHN and MLHD, together with stakeholders and partners, have an agreed framework guiding investment, partnership and implementation to lead to better maternal and child health outcomes in the region. • MLHD submitted a First 2000 Days Framework Implementation Plan to the Ministry of Health (MOH) in January 2022. The Implementation Plan outlines the activities, projects, and programs the District will undertake within the implementation period, and the milestones or deliverables and other measures that will be used to monitor progress. • KPIs have been developed by the MoH for monitoring aspects of the First 2000 Days Implementation Strategy. <p>The Board noted the report.</p>
Item 3.3	<p>MLHD Goals</p> <p>Ms Jill Ludford, Chief Executive spoke to the document. Key items of the discussion included:</p> <ul style="list-style-type: none"> • MLHD 2023-24 Goals were developed by the executive team in consultation with MLHD's district leaders. • The goals will be available internally and externally. <p>The Board noted the goals.</p> <p>ACTION: Provide assessment on MLHD's 2022/23 goals to August Board meeting.</p>
Item 3.4	<p>WWBH Maternity Services Update</p> <p>Ms Jill Ludford, Chief Executive and Carla Bailey, Executive Director Operations spoke to the report. Key items of the discussion included:</p> <ul style="list-style-type: none"> • MLHD has accepted, and is implementing the 11 recommendations arising from the Clinical Excellence Commission (CEC) Resilience Assessment for WWBH. It is noted one recommendation, the development of a video resource to support key messages within Listening, Connecting and Responding – a blueprint for action for NSW Maternity Services, has been tasked by the CEC to the Ministry of Health. The District is working with the Ministry to access a range of consumer information. The District has developed an implementation action

plan with clear timeframes and accountabilities attached to each recommendation.

- A district governance steering committee has been established to oversee the implementation of the recommendations and improvements at WWBH. The committee is also monitoring the maternity quality and safety data, consumer experience feedback and the consultation and involvement with consumers.
- The first meeting of WWBH Maternity Consumer Group meeting was held on 26 June 2023.
- In addition to the local actions at WWBH, MLHD is working with the Ministry of Health on system wide processes, including provision of information to women, joint decision-making processes, consent procedures and a model of care for women who may decline recommended maternity care.

The Board notes the report and key learnings for both the Board and staff moving forward.

Item 4	New Business
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Item 4.1	
Item 4.1.1	

Ms Jill Ludford, Chief Executive spoke to the report.

The Board notes the report.

Item 4.2	Sustainable and Well Managed Resources
Item 4.2.1	Risk Management Report

Ms Jenny Spain, CAE / CRO Director Governance, Risk and Audit joined the meeting virtually and spoke to the report.

The Board noted the report.

ACTION: Provide Board with matrix of how a risk is assessed.

ACTION: Allocate further time to the Board to discuss major risks.

Item 4.2.2	HWL Ebsworths Law Firm Data Breach
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Ms Jenny Spain, CAE / CRO Director Governance, Risk and Audit joined the meeting virtually and spoke to the report.

The Board noted the report.

Item 4.2.3	Interim MLHD 2023-24 Budget
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Mr Kevin Lawrence, Director Finance and Performance spoke to the report. Key items of discussion included:

- The NSW State budget has been deferred until September 19, 2023. As such NSW Health has allocated the LHD an interim budget for the 3 months up until the end of September 2023 in accordance with the Government Sector Finance Act 2018.
- Service and facility-level budgets (including staffing and activity levels) and Affiliated Health Organisation budgets for the period 1 July to 30 September 2023, are being devolved in keeping with prior year practice

The Board noted the report.

Item 4.2.4	Corporate Procurement Advisory Committee
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Mr Kevin Lawrence, Director Finance and Performance spoke to the report. Key items of discussion included:

- MLHD has established the MLHD Procurement Advisory Board (PAB).

- The meetings to date have been a mix of information/education for members. The PAB has reviewed a number of procurement approaches.
- The PAB meets quarterly and is currently reviewing achievements against the Terms of Reference.
- The Strategic Procurement has begun implementation of NSW Health's Smart Chain program. The *Smartchain* solution is designed to connect and digitise procurement and supply chain processes across the state, delivering a single source of truth to improve the overall management of procurement and supply
- MLHD has begun implementing 2 key systems to improve procurement activities with its implementation of *DeliverEase* and Traceability.

The Board noted the report.

Item 4.3	
Item 4.3.1	

Ms Jill Ludford, Chief Executive spoke to the report.

The Board noted the report.

Item 5	Critical Issues
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Nil.

Item 6	Raising on Non Agenda Items Through the Chair
	Nil.

Item 7	In-camera Session (Board Director's only)
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Item 8	Next Meeting
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The next meeting will be held on 23 August 2023

	Meeting Close
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The meeting closed at 3.20pm.

CERTIFICATION	DECLARATION – BOARD CHAIR
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Name: Ms Glynis Ingram

Signature:

Date: [Insert Date].