

Meeting of the Murrumbidgee Local Health District Board

Date: Thursday, 17 November 2022

Time: 12.30pm – 3pm

Venue: Yindymarra Meeting Room, Wagga District Office

Minutes

Board Members

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Dr Thomas Douch (Chair)	P
Mr Jonathan Green	P
Ms Andrea Jordan	PV
Mr Geoff Twomey	P
Mr Adrian Lindner	P
Mr John Ireland	AP
Ms Elke Cleverdon	P
Ms Elizabeth Dixon	PV
Dr Alam Yoosuff	PV
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	Director Operations East, 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	P

Invited Guests

Ms Helen Emmerson	Director People and Culture, MLHD	P
Ms Jenny Spain	CAE/CRO Governance, Risk and Audit Manager, MLHD	PV

Item 1 **Welcome, Apologies and Acknowledgment of Country**

Item 1.1 and Item 1.2 **Welcome**

The meeting was declared open at 12.52pm by the Chair, Dr Thomas Douch. Apologies were received from Director Atkinson. Director Ireland apologised at the start of the meeting due to illness.

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

Item 1.3 **Conflict of Interest Declarations**

	Members were asked to declare: i. Conflicts of interest in relation to the agenda
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Item 2 **Confirmation of Previous Minutes**

Item 2.1 **MLHD Board – October 2022**

The minutes of the Board Meeting held on 20 October 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Cleverdon

SECONDED: Director Twomey

Item 2.2 **Health Care Safety & Quality Committee**

The minutes of the Health Care Safety & Quality Committee meeting held on 20 October 2022 were accepted as a true and accurate record of the meeting.

MOVED: Director Cleverdon

SECONDED: Director Douch

Item 2.3 **Audit and Risk Committee**

No meeting of the Audit and Risk Committee was held.

- Circulation of the ARC agenda for the upcoming meeting.

Item 3 **Actions from the Previous Minutes**

Item 3.1 **Action List**

Action List was discussed.
Closures accepted include:
• B22/09-003

Item 3.2 **MDAAC review**

Ms Jill Ludford, Chief Executive spoke to the report.
The Board noted the report.

Item 4	New Business
Item 4.1	Workforce At Its Best
Item 4.1.1	People and Culture update
	<p>Ms Helen Emmerson, Director People and Culture joined the meeting and spoke to the report. Key items of discussion included:</p> <ul style="list-style-type: none"> • Critical Vacancy Taskforce has been nominated for the NSW Health Awards. • Work continues to implement the Rural and Remote Incentives Scheme. Working closely with NSW Health Workforce Planning and Development Branch to implement retention payments. <p>The Board noted the challenges and congratulated the People and Culture team for NSW Health Award nomination and invitation to present in Melbourne.</p>
Item 4.1.2	MLHD WHS Due Diligence Quarterly Board Report
	<p>Ms Helen Emmerson, Director People and Culture joined the meeting and spoke to the report.</p> <p>The Board noted the report.</p>
Item 4.2	Sustainable and Well Manager Resources
Item 4.2.1	Risk Management Report
	<p>Ms Jenny Spain, Director Governance, Risk and Audit Manager joined the meeting and spoke to the report.</p> <p>The Board noted Risk 447 and the revised Standard. The Board noted the need to request an exemption and that a submission is in place.</p>
Item 4.2.2	Public Interest Disclosures Legislation Review
	<p>Ms Jenny Spain, Director Governance, Risk and Audit Manager joined the meeting and spoke to the report.</p> <p>Key items of discussion included:</p> <ul style="list-style-type: none"> • The NSW Parliament has passed new public interest disclosures legislation. The Public Interest Disclosures Act received assent on 13 April 2022 and will come into force up to 18 months after assent. Agencies continue to be subject to the PID Act 1994 until the new PID Act 2022 comes into force. • One of the most significant changes in the new PID Act 2022 will be that public officials will be able to make a PID directly to their manager. Every manager in the public sector will effectively become a potential PID receiver. There will be a need to increase training and support to all LHD Managers. • The broadened scope of the conduct that can be the subject of a PID can be expected to increase the numbers of PIDs received that must be dealt with in accordance with the requirements of the Act. <p>The Board noted the legislative changes and need for extensive staff training.</p>
Item 4.2.3	Public Interest Disclosures Annual Review
	<p>Ms Jenny Spain, Director Governance, Risk and Audit Manager joined the meeting and spoke to the report.</p> <p>The Board noted the report.</p>
Item 4.2.4	Conflicts of Interest Disclosures Annual Review
	<p>Ms Jenny Spain, Director Governance, Risk and Audit Manager joined the meeting and spoke to the report.</p> <p>The Board noted the report.</p>

Item 4.2.5 Critical Infrastructure Risk Management Program

Ms Jenny Spain, Director Governance, Risk and Audit Manager joined the meeting and spoke to the report.

The Board noted the report.

Item 4.3 A culture of Excellence

Item 4.3.1 Communications report

Ms Jill Ludford, Chief Executive spoke to the report.

The Board noted the report.

Item 4.4.1

Ms Carla Bailey, Director Clinical Operations East spoke to the report.

Key items of discussion included:

- The CSP recommends that the Coolamon Ganmain Multi-Purpose Service (MPS) be redeveloped to cater for future needs of the Coolamon Shire community. Data analysis and significant community and subject matter expert consultation support this recommendation.

The Board endorsed the Coolamon Ganmain Clinical Services Plan.

MOVED: Director Jordan

SECONDED: Director Lindner

Board noted the wide consultation that has occurred.

Ms Jill Ludford, Chief Executive spoke to the report.

The Board endorsed the MLHD Safety & Quality Account and are supportive of the proposed digital format changes for next year to improve readability.

MOVED: Director Dixon

SECONDED: Director Cleverdon

Item 4.5 Providing Safe Consistent Person Led Healthcare

Item 4.5.1 Chief Executive Report

Ms Jill Ludford, Chief Executive spoke to the report.

The Board noted the report.

Item 4.5.2 Community Engagement Report

Ms Jill Ludford, Chief Executive spoke to the report.

MOVED: Director Cleverdon

SECONDED: Director Penrith

The Board noted the report.

Item 5 Critical Issues

Flooding:

Item 6 Raising of Non Agenda Items Through the Chair

Closed session not for publication.

Item 7**Next Meeting**

The next meeting will be held on 15 December 2022

Meeting Close

The meeting closed at 3.00pm

CERTIFICATION**DECLARATION – BOARD CHAIR**

Name: Dr Thomas Douch

Signature:

Date: [Insert Date].