

Western NSW LHD Board Meeting August 2022
3F meeting room, Cowra Health Service, 64 Liverpool Street, Cowra
Wednesday 3 August 2022, 10:30 — 15:30 AEST

Present:	Matthew Irvine	Board Chair (virtual)
	Fiona Bennett	Board Member (virtual)
	Jason Cooke	Board Member
	Annette Crothers	Board Member
	Colin McClintock	Board Member
	Louise Johnson	Board Member
	Mark Spittal	Chief Executive
	Adrian Fahy	Exec Director Quality, Clinical Safety & Nursing
	Peter Bonnington	Associate Director Finance
	Sharon McKay	A/Exec Director Operations
	Dr Peter Davidson	Representative, District Medical Staff Executive Council
	Krissy Ukena	Secretariat

Absent:

Apologies:	Amanda O'Brien	Board Member
	Josh Carey	Exec Director Planning, Performance, Funding & Corporate Services

1 Board meeting commences with Acknowledgment of Country

The meeting commenced at 11:05 am with the Chair providing an Acknowledgement of Country.

2 Apologies

Apologies noted above.

3 Conflicts of interest

No additional conflicts

4 Minutes of Board meeting held 6 July 2022

Director Bennett requested an amendment to wording in item 8.1. The word “supporting” is to be changed to “supported”.

Minutes were endorsed by the Board following the above change.

5 Action Register from Board meeting held 6 July 2022

Progress on action items was noted.

6 Rounding

Board members toured the Cowra Health Service and met with staff. Reflections from Board Members were discussed.

7 Chair Report

Director Irvine attended the Board Chairs meeting with the Secretary, NSW Ministry of Health. The following was discussed:

- Delays in appointments and re appointments to LHD Boards across the state. WNSW LHD continue to work with Ministry of Health to support Board member appointment.
- COVID-19 recovery plans and the current volume of COVID-19 admissions to facilities across the state. Local Health Districts in NSW are supported to pause services as required to manage the impacts of COVID-19 on facilities. Surgery is currently suspended in Bathurst and episodically in Dubbo.

Director Irvine attended a Health Forum hosted by Bathurst Regional Council exploring health services in the Bathurst. The Board Chair acknowledged the Chief Executive's ongoing engagement with stakeholders in Bathurst.

8 Chief Executive Report

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

- Engagement with Bathurst Stakeholders
- Master planning for Bathurst infrastructure redevelopment
- Rural and remote workforce incentives
- Progress on the recruitment for both the Chief Medical Officer and Executive Director of Service Delivery roles
- Impact of COVID-19 on staff and facilities

8.1 WNSWLHD Quarterly Board Report

The report was noted.

8.2 WNSWLHD Performance scorecard June 2022

The scorecard was noted by the Board.

8.3 NSW Health League Table June 2022

The Table was noted by the Board.

9 Cowra redevelopment and infrastructure updates

Peter Bonnington, Maryanne Hawthorn and Jeff Morrissey, Western NSW Local Health District joined the meeting.

Amanda Bock, Cath Taylor and Ben Ferry, Health Infrastructure joined the meeting.

A brief and presentation was provided to the Board outlining the changes to the redevelopment project noting the additional funding received and the ability to deliver the full scope of the Clinical Services Plan.

Discussion included:

- Funding allocation for the demolition of the existing building
- Site selection for staff accommodation is still to be determined.
- Project user groups and stakeholder engagement have commenced.

The Board requested clear communication is made available to the local community around the role and opportunities available as part of the Arts working group.

The presentation also included an update on Blayney and Bathurst redevelopments.

It was noted by the Board that the Clinical Services Plan for Bathurst includes revisions to population projections.

Guests from Health Infrastructure, Maryanne Hawthorn and Jeff Morrissey left the meeting.

10 Planning, Performance and Funding

10.1 Financial Performance Report

Mr Bonnington spoke to the report which was noted by the Board and highlighted:

- June COVID-19 expenditure was unfavourable as the Ministry of Health reimbursed forecast June 2022 expenditure prior to month end, while actual COVID expenses were above forecast in the month.
- COVID-19 supplemented funding is expected to be extended through to December 2022.
- Own source revenue was unfavourable for the month and also YTD
- The District is finalising a plan to expend funding allocated for workforce recruitment and retention activity. This document will be submitted to Ministry of Health later this calendar year.
- NWAU activity is approximately 7-9% under target for FY 21-22.
- The District have been given approval for a Restricted Financial Asset (RFA) to support key health worker accommodation in Dubbo. This is in addition to funding allocated in the Service Agreement.

10.2 2022 – 23 Service Agreement

Mr Bonnington spoke to the brief and provided an update. It was noted by the Board that:

- There were no changes from the previous version supplied to the Board at the July meeting.
- The agreement has been supported for signing by the Finance and Performance Committee..
- The Board noted corresponding cover letter from the Board Chair to Secretary, NSW Ministry of Health

10.3 2022 – 23 Budget

Mr Bonnington spoke to the brief and highlighted:

- Brief overview of Budget process, target setting and ultimate alignment to service agreement budget.
- Anticipate own source revenue to follow a similar path to what has occurred in 2021-22 financial year.
- The Finance and Performance Committee had reviewed the budget at it's July meeting.

The brief was noted by the Board and the 2022-23 budget was endorsed.

10.4 Finance & Performance (F&P) Committee July Draft Minutes

The draft minutes were noted by the Board.

10.5 Finance & Performance Committee Chair Comments

Director Bennett highlighted:

- The Committee approved the signing of the Service Agreement and accompanying letter to the Ministry of Health.
- The Committee noted the establishment of a Restricted Financial Asset (RFA) to contribute to the cost of construction of Dubbo key health worker accommodation and acknowledged the work of staff involved.
- The Committee noted under achievement of NWAU activity and acknowledged the impact of COVID on targets.

11 Break

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:

- Locum availability continues to be a challenge across a number of sites.
- Outbreaks in residential aged care in the Multipurpose Services throughout the District are ongoing, putting pressure on these sites.
- Surgical recovery work continues
- Accreditation for rural sites has commenced
- Rehab therapy dog program at Bathurst Health Service has seen positive results. Details will be provided to the Communications Team to consider potential media coverage.
- Paediatric virtual bed model of care

13 Quality, Clinical Safety and Nursing

13.1 Enhancing the patient experience

Beth Masling, Manager Patient Experience and Living Well Together joined the meeting.
Brief and presentation provided:

The Board acknowledged the breadth of work underway in the District.

13.2 Patient Story - Lessons Learned

Mr Fahy spoke to the patient stories which were noted by the Board.

13.3 Executive Director Quality, Clinical Safety and Nursing Report

Mr Fahy spoke to the report which was noted by the Board and highlighted:

- Safety and quality essentials training pathways has commenced. The District has been recognised for its leadership in this space.
- Rural accreditation is underway within the District.
- Falls in facilities continue to be a focus
- Patient experience feedback surveys have been updated to include Aboriginality and Disability options.

13.4 Health Care Quality Committee (HCQC) July Draft minutes

The draft minutes were noted by the Board

13.5 HCQC Chair Comments

Mr Fahy provided the following comments in Director O'Brien's absence:

- The Committee acknowledged the work of staff across the District to support rural accreditation.
- There were no issues requested by the Committee to be raised at the Board meeting.

14 Audit and Risk Committee (ARC)

14.1 ARC meeting held 15 July 2022

The draft minutes were noted by the Board

14.2 ARC representative comments

Director Crothers highlighted:

- Early close report was noted
- Committee endorsed submission of financial statements
- Committee acknowledged the work of the District
- A new independent member attended the meeting and the District is progressing arrangements for the Chair's end of tenure replacement

15 Medical and Dental Appointments Advisory Committee (MADAAC)

15.1 MADAAC Meeting July Draft Minutes

The draft minutes were noted by the Board

15.2 MADAAC Chair Comments

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

Director Irvine highlighted:

- Process continues to be streamlined
- Terms of reference will be reviewed following senior executive appointments in District

16 District Medical Staff Executive Council (DMSEC)

16.1 DMSEC Meeting 19 July 2022 Draft Minutes

The draft minutes were noted by the Board

16.2 DMSEC Representative Comments

Dr Peter Davidson highlighted:

- Acknowledged the positive feedback other members provided following their attendance at Board meetings
- Workforce gaps
- Updates provided by the Chief Executive
- Similar issues being experienced across similar sized facilities in the District

17 General Business

- Director Irvine has supported Director Bennett's request for leave of absence for the September and October Board meetings
- Director McClintock will be an apology for the September Board meeting
- An executive committee is being established to support Meaningful Gains in Aboriginal Health in the District.

17 Reflection of Meeting

- Board members conducted rounding at the Cowra Health Service, noting positive comments from staff.

Meeting closed 2.57 pm

Signed: 

Date: 7 September 2022