

Western NSW LHD Board Meeting July 2022  
Conference Room 2, Ground Floor, Heritage Building Bathurst Health Service,  
Wednesday 6 July 2022, 10:30 — 15:30 AEST

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<b>Present:</b>	Matthew Irvine	Board Chair
	Fiona Bennett	Board Member
	Jason Cooke	Board Member
	Annette Crothers	Board Member
	Colin McClintock	Board Member
	Amanda O'Brien	Board Member (virtual)
	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
	Sharon McKay	A/Exec Director Operations
	Dr Laura Stephens	Staff Specialist - Paediatrics
	Roxanne Simmonds	Secretariat

**Absent:**

**Apologies:** Krissy Ukena                      Secretariat

**1 Board meeting commences with Acknowledgment of Country**

The meeting commenced at 10.51am with the Chair providing an Acknowledgement of Country.

**2 Minutes of Board meeting held 1 June 2022**

Minutes were endorsed by the Board

**3 Action Register from Board meeting held 1 June 2022**

Director Crothers requested the wording of action 6 be amended to reflect discussion that the plan should include actions that are achievable within the current year.

**4 Chair Report**

- The announcement of funding for Bathurst Redevelopment was discussed, including key relationships and recognised advocacy groups. Members wishing to participate in consultation meetings are to contact the Board Chair.
- Recommendations for new Board members have been submitted to the Minister for approval

**5 Chief Executive Report**

Mr Spittal spoke to the report which was noted by the Board.

Discussions included:

- It is anticipated that the introduction of the fourth Covid shot will result in another cycle of vaccination demand, with the LHD trialing an ad hoc walk up clinic in Dubbo
- The Collaborative Commissioning Diabetes project is moving into implementation phase following sign off by all partner organisations
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- It was noted that the work with Catholic Health Care Ltd is progressing well to plan
- It was noted that the Chief Executive is seeking independent advice on specific issues related to medical training at Bathurst
- It was noted that the LHD is working through the workforce initiatives budget announcements

## **6 Board Annual Reporting Cycle**

The brief was noted, with the Board supporting the recommendations to approve the overall framework for reporting to the Board and its subcommittees, and the annual Board reporting timetable

### **6.1 WNSWLHD Performance Scorecard- May 2022**

The scorecard was noted by the Board

### **6.2 NSW Health League Table - May 2022**

The table was noted by the Board

## **7 WNSWLHD Reconciliation Action Plan**

*Donna Stanley, Acting Executive Director Aboriginal Health and Wellbeing joined the meeting*

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

Discussion included:

- noted the development of the LHDs second Reconciliation Action Plan (RAP)
- noted that the RAP requires affirmation from Reconciliation Australia prior to launch
- noted that there will be some interface with the Statewide Cultural Assessment Audit Tool, with a guideline being prepared to assist in completion
- noted that regular updates would be provided to the Board

The Board endorsed the Reconciliation Plan for submission to Reconciliation Australia.

*Donna Stanley left the meeting*

## **8 Planning, Performance and Funding**

### **8.1 Service Agreement update**

Mr Carey spoke to the brief and presentation which was noted by the Board. The presentation highlighted:

- The timeframes provided by MOH require the signed Service Agreement be submitted by 29 July
- An overview of the growth funding, expense and revenue budget was provided
- Noted that increases to inflation will be a risk to the LHD
- An overview of specific initiative funding was provided
- Concern was raised by the F&P Committee around the 1.4% capital renewal target, with this issue to be raised in the LHDs response to MOH

The Board supported the recommendations for out of session signing of the Service Agreement by the Chair and Chief Executive.

**Break**

## **8.2 Finance & Performance (F&P) Committee June Draft Minutes**

The draft minutes were noted by the Board.

## **8.3 Finance & Performance Committee Chair Comments**

Director Bennett highlighted:

- Noted anticipated favourable full year financial result
- Noted that MOH have provided approval to hold funds for Dubbo Key Health Worker Accommodation construction
- Mr Spittal noted that the Catholic Healthcare Heads of Agreement document has been signed by both parties

## **9 Clinical Operations**

### **9.1 Acting Executive Director Clinical Operations Report**

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

- A new HSM has been recruited for Bourke with an anticipated commencement date within two weeks
- Noted that a report is to be provided to the Chief Executive at the conclusion of the Bourke project re lessons learnt
- Noted pressure on access KPIs

## **10 Quality, Clinical Safety and Nursing**

### **10.1 Patient Story - Lessons Learned**

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

### **10.2 Executive Director Quality, Clinical Safety and Nursing Report**

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

- It was noted that a small number of outlier KPIs will be a focus over the next months, including respiratory complications and endocrine
- Preparation for rural site accreditation continues
- Noted that the most recent Bureau of Health Information (BHI) data has been provided, showing that the LHD is within the top 5% for good / very good care
- It was noted that BHI is to undertake a survey specifically for Aboriginal admitted patients

### **10.3 2022 National Standards Attestation Statement**

The attestation statement was noted by the Board and supported Director Irvine signing the statement

### **10.4 Health Care Quality Committee (HCQC) June Draft minutes**

The draft minutes were noted by the Board

### **10.5 HCQC Chair Comments**

- Ms McKay advised that Deborah Kenna was acknowledged for work on initiatives to address Aged Care modules of the National Standards.

## **11 Medical and Dental Appointments Advisory Committee (MADAAC)**

### **11.1 MADAAC Meeting June Draft Minutes**

The draft minutes were noted by the Board

### **11.2 MADAAC Chair Comments**

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

Director Irvine highlighted:

- Noted that item 3.4 should read Orange
- It was noted that the panel are robustly testing applicant qualifications
- Director McClintock acknowledged Dr M Berry's resignation as Medical Director Clinical Quality & Patient Safety

## **12 District Clinical Council (DCC)**

### **12.1 DCC Meeting Draft Minutes**

The draft minutes were noted by the Board

### **12.2 DMSEC Representative Comments**

Dr Laura Stephens highlighted:

- Noted that staffing issues have been discussed, including Mudgee currently being GP led and, with expansion, is at a point of requiring hospital specialists
- Noted breadth of committee interactions providing a LHD wide perspective

## **13 Audit & Risk Committee (ARC)**

### **13.1 Audit & Risk Committee meeting - no meeting held**

### **13.2 ARC representative comments**

Director Crothers highlighted:

- Provided an overview of the independent member interviews

### **14.3 Audit and Risk Committee independent member appointment**

The brief was noted by the Board and the appointment of P Johnson as independent member was endorsed.

### **14.4 Corporate Governance Attestation Statement**

The attestation statement was noted and authorised by the Board and supported Director Irvine signing the Attestation.

### **14.5 Internal Audit & Risk Management Attestation Statement**

The attestation statement was noted by the Board, supporting the Mr Spittal signing the Attestation.

## **15 Regional Health Plan - Board Consultation**

*Ms Kathy Connell, Executive Director Communications & Engagement and Brendon Cutmore, Regional Health Division, Ministry of Health joined the meeting and facilitated the consultation session, leaving the meeting at the conclusion of the session.*

## **16 General Business**

**16.1 Board level Net Zero Leadership Training Course - Reminder**

Noted, with Directors O'Brien and Cooke to participate and feedback to the Board.

**17 Reflection of Meeting**

- Board members conducted rounding at Bathurst Health Service, noting positive comments from staff. The rounding provided an opportunity to meet a number of volunteers.
- Noted that Director O'Brien would be an apology at the next meeting.

Meeting closed 3.35 pm

Signed:

A handwritten signature in black ink, appearing to be 'M. O'Brien', written over a faint horizontal line.

Date: 3 August 2022