

Western NSW LHD Board Meeting September 2022  
Rylstone Multipurpose Service, Fitzgerald Street, Rylstone  
Wednesday 7 September 2022, 10:30 — 15:30 AEST

---

<b>Present:</b>	Matthew Irvine	Board Chair
	Amanda O'Brien	Board Member
	Jason Cooke	Board Member
	Annette Crothers	Board Member
	Mark Spittal	Chief Executive
	Adrian Fahy	Exec Director Quality, Clinical Safety & Nursing
	Josh Carey	Exec Director Planning, Performance, Funding & Corporate Services (virtual)
	Sharon McKay	A/Exec Director Operations
	Dr Liz Kennedy	Representative, District Medical Staff Executive Council
	Krissy Ukena	Secretariat

**Absent:**

<b>Apologies:</b>	Fiona Bennett	Board Member
	Colin McClintock	Board Member
	Louise Johnson	Board Member

- 1 Board meeting commences with Acknowledgment of Country**  
The meeting commenced at 10.51 am with the Chair providing an Acknowledgement of Country.
- 2 Apologies**  
Apologies noted above.
- 3 Conflicts of interest**  
Director O'Brien noted a member of her family is involved in establishing a drug and alcohol facility in a region outside of Western NSW Local Health District.
- 4 Minutes of Board meeting held 3 August 2022**  
Minutes were endorsed by the Board.
- 5 Action Register from Board meeting held 3 August 2022**  
Progress on action items was noted.
- 6 Rounding**  
Board members toured Rylstone MPS and HealthOne. There was an opportunity to meet with staff. Reflections from Board Members were discussed.
- 7 Chair Report**  
Director Irvine noted the following:
  - Met with community members advocating on health service provision and location in Bathurst.
  - Board Chair and Board Secretary continue to work with Ministry of Health regarding Board Member appointments.

## **8 Chief Executive Report**

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

- Health Infrastructure and the Local Health District will each appoint a project officer to support the Bathurst redevelopment.
- Dialogue continues with the Bathurst Health Advocacy Network
- The District is working to identify suitable land for the construction of a residential drug rehabilitation service in Dubbo or the surrounding towns.
- A report has been received reviewing two land options for the development of a HealthOne in Canowindra. The District will meet with Cabonne Council later this month.
- Accreditation has been complete and noted the significant work that has been achieved.
- A number of key IT projects were provided for noting by the Board

### **8.1 WNSWLHD Performance scorecard July 2022**

The scorecard was noted by the Board.

### **8.2 NSW Health League Table July 2022**

The Table was noted by the Board.

## **9 Western NSW LHD Strategic and Annual Plan update**

*Anne Field, Richard Cheney, Alison Loudon, Julie Quade and Deborah Hoban, Western NSW Local Health District joined the meeting.*

### **9.1 Key service redesign and improvements**

A brief and presentation was provided to the Board outlining the proposed work program and progress to date for service redesign and improvements for maternity services and cardiology.

### **9.2 Value based care service delivery**

A brief and presentation was provided to the Board outlining key projects and programs underway to deliver value-based care for services.

## **10 Audit and Risk Committee**

### **10.1 Audit and Risk Committee Chair annual report to the Board**

*Ms Leah Fricke, ARC Chair joined the meeting.*

Ms Fricke provided an annual report to the Board highlighting:

- Overview of new committee meetings
- Role of the Audit and Risk Committee to support the Chief Executive and Board to govern the organization
- The Committee are supportive of the Districts enterprise risk review which will be tabled at the October Board meeting.

### **10.2 External quality assurance review of Internal Audit**

A brief and report was provided to the Board for noting. The following was acknowledged:

- The review was delayed due to COVID.
- District results were acknowledged, and the quality and capability of the Internal Audit team recognised.
- The quality of reporting to the Audit and Risk Committee was noted.

### **10.3 Audit and Risk Committee Meeting Draft Minutes**

The draft minutes were noted by the Board.

### **10.4 ARC representative comments**

Ms Fricke acknowledged there are current Board Member vacancies and the need for consistent membership for the Audit and Risk Committee.

### **11 Break**

### **12 Planning, Performance and Funding**

#### **12.1 Implementation of 2022-23 Annual Plan**

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

- Milestones have been finalised.
- Program Management Office have finalised detailed directorate plans

#### **12.2 Financial Performance Report**

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

- July baseline expenditure was on budget.
- Covid cost impact has a month in arrears recovery process which, at this time, will continue until December 2022.
- July own source revenue was unfavourable. Largest gap is in clinic provision
- State funding to support workforce initiatives is being received.
- It was noted employee related overtime is a significant cost for services financially and staff personally.

The District is meeting with the NSW Ministry of Health to discuss workforce funding opportunities and strategies.

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

The draft minutes were noted by the Board.

##### **12.3.1 NSW Health Performance Framework**

Paper providing for noting.

#### **12.4 Finance & Performance Committee Comments**

Mr Carey provided the following comments in Director Bennett's absence:

- The NSW Health Performance Framework was tabled at the Finance and Performance Committee meeting. A revision of document occurred this year. Discussion regarding the new revision of the framework and the parameters for operational and financial targets.

### **13 Clinical Operations**

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

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

- Workforce pressures continue to be experienced across the District
- Surgical recovery is an ongoing priority. Recovery plans have been developed and support provided from NSW Ministry of Health to achieve them.

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

### **14.1 Patient Story - Lessons Learned**

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

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

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

- NSW Ministry of Health in undertaking an independent audit process across all LHDs to review scores allocated to harm score episodes of care.
- Southern, Central and Northern Sector as well as Oral Health Services have completed accreditation and a positive report received.
- A patient experience report for Aboriginal Admitted patient respondents has been received. There is variability in Aboriginal patient's experience in Emergency Departments.

The Board recognised the work of Adrian Fahy and his team to support a positive result as part of the accreditation program. [Action: Secretariat to prepare communication on behalf of Board/Chief Executive to recognise staff on the positive accreditation outcome.](#)

### **14.3 Health Care Quality Committee (HCQC) July Draft minutes**

The draft minutes were noted by the Board

### **14.4 HCQC Chair Comments**

Director O'Brien Highlighted:

- A new community representative has joined the committee.
- The report provided by Lauren Herd, Director of Pharmacy has been a positive contribution to the committee

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

### **15.1 MADAAC Meeting 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
- Kerry Leach will provide medical administration leadership temporarily.

## **16 District Clinical Council**

### **16.1 District Clinical Council Minutes**

The draft minutes were noted by the Board.

### **16.2 District Medical Staff Executive Council rep**

Dr Liz Kennedy provide the Board with an updated from the July District Medical Staff Executive Council and highlighted:

- Staff fatigue across the District

- The Chief Medical Officer position is due to commence in January 2023 and the Board welcomed the opportunities this role presents the District to support medical staff engagement and workforce planning.

## 17 **General Business**

Sustainability:

- Director O'Brien participated in the NSW Ministry of Health sustainability and Net-Zero meetings.
- The Board requested an opportunity discuss and review the District's sustainability plan. [Action: Secretariat to schedule a presentation in the first quarter of 2023.](#)

## 18 **Reflection of Meeting**

Board members conducted rounding at the Rylstone MPS and HealthOne, noting feedback from staff.

Formal meeting closed 3.00pm

## 19 **Closed Session**

Signed:



Date: 5 October 2022