

Western NSW LHD Board Meeting
Community Health Centre, Canowindra
Wednesday 1 February 2023, 9:30am — 2.55pm

Present:	Matthew Irvine	Board Chair
	Fiona Bennett	Board Member
	Amanda O'Brien	Board Member
	Jason Cooke	Board Member
	Colin McClintock	Board Member
	Penny Gibbs	Board Member
	Sally Davis	Board Member
	Louise Johnson	Board Member (virtual)
	Mark Spittal	Chief Executive
	Adrian Fahy	Exec Director Quality, Clinical Safety & Nursing
	James Ross	A/Exec Director Planning, Performance, Funding & Corporate Services
	Nirav Bajoria	A/Exec Director Finance Infrastructure and Corporate
	Prof Mark Arnold	Chief Medical Officer (guest)
	Tony Martin	Exec Director Aboriginal Health and Wellbeing (guest)
	Sharon McKay	A/Exec Director Operations (virtual)
	Krissy Ukena	Secretariat

Absent:

Apologies:	Annette Crothers	Board Member
	Dr Greg Whittaker	District Medical Staff Executive Council representative

- 1 Board meeting commences with Acknowledgment of Country**
The meeting commenced at 10.40 am with the Chair providing an Acknowledgement of Country.
- 2 Welcome and Introduction**
Professor Mark Arnold, Chief Medical Officer
Nirav Bajoria, A/Executive Director Finance Infrastructure and Corporate
Tony Martin, Executive Director Aboriginal Health and Wellbeing
- 3 Apologies**
Ms Annette Crothers and Dr Greg Whittaker, District Medical Staff Executive Council representative
- 4 Minutes of Board meeting held 7 December 2022**
Minutes were endorsed by the Board.
- 5 Action Register from Board meeting held 7 December 2022**
Progress on action items was noted.
- 6 Rounding Feedback**

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

7 Chair Report

Director Irvine noted the following:

- Secretary and Board Chair meeting will be held on 14 February
- Board sub-committee membership will be discussed on today's agenda
- Acknowledged the changes in leadership at Bathurst Health Service. Board recognised Cathy Marshall's efforts over her tenure as General Manager.
- Recognised the father of a family member from Forbes Health Service, who facilitated transport for medical staff during the 2022 flooding has received local community recognition.

8 Chief Executive Report

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

- Progress regarding Dubbo Residential Rehabilitation Centre development.
- Incentive funding for the Districts People Strategy
- Meeting with Health Infrastructure regarding Bathurst redevelopment proposed for 7 February (evening) with the Board.
- Executive Structure is being finalised with recruitment for the Executive Director Allied Health currently open.
- Aged Care assessment data provided for Board Member discussion.
- Federal funding available for natural disaster funding
- Update on new Graduate program and existing vacancies across facilities.
- Recognising new partnership agreements being established including statement of commitments

9 Welcome and Introductions

Introduction of new members of the Executive Team

- Prof Mark Arnold, Chief Medical Officer
- Tony Martin, Executive Director Aboriginal Health and Wellbeing
- Nirav Bajoria, A/Executive Director Finance Infrastructure and Corporate

9.1 Quarterly Board Report – KPIs

The report was noted by the Board

9.2 WNSWLHD Performance scorecard November and December 2022

The scorecards were noted by the Board.

9.3 NSW Health League Table October and November 2022

The League Table's was noted by the Board.

10 Board Charter and Committee Representation

A brief and draft Board Charter were provided for Member's consideration.

The draft Board Charter recommended a change of date for the annual public meeting from November to October.

The Board endorsed the draft Board Charter and supported the proposed change to the date of the annual public meeting.

A brief was provided for Member's consideration reviewing Board Member representation on Western NSW LHD Committees.

The Board endorsed the proposed membership for three statutory committees plus the Medical and Dental Appointments Committee (MADAAC).

The Board noted the Chair of the Audit and Risk Committee term will conclude on 30 June 2023. A discussion was held regarding the option to extend the term of the current Chair for an additional six months or seek the appointment of a new Chair.

The Board discussed the term of the current Audit and Risk Committee Chair and a resolution was passed not to extend the term of the current Chair for an additional six months but supported a new Chair to be appointed from 1 July 2023.

The Board passed a resolution to commence the recruitment process to appoint a third independent person from the prequalification scheme.

The Board passed a resolution that the term of the new Chair should not end in June but rather at the end of the calendar year to ensure continuity of Committee membership through the financial statements review process.

Action: Matthew to contact Annette Crothers to provide an update on the discussion.

Sharon McKay left meeting.

11 Transformation Alignment

Brief and paper provided for Board noting

Discussion included:

- Resourcing availability
- Renewed focus for the LHD
- Change that has occurred and proposed changes to be finalised

12 Bathurst Health Service

Brief and papers provided for Board noting.

Discussion included:

- Changes in leadership at Bathurst Health Service
- Routine reporting of implementation of review recommendations will occur through the Executive Director Service Delivery to the Board

13 Collaborative Care

Brief and paper provided for Board noting

Break

14 Outpatient Services review

Ms Kelly Lupish, A/Manager Performance and Value joined the meeting

Ms Lupish spoke to the brief and paper which was noted by the Board.

Discussion included:

- Summary of report highlights
- Service access and opportunities
- next steps including service and resource planning and focus priorities.

15 Planning Performance and Funding Report

15.1 Financial Performance Report

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

- December YTD result is unfavourable
 - Travel and accommodation expenses to support workforce has increased
 - Premium labour costs
- Revenue figures remain consistent
- Full year forecast is expecting an even result
- Budget cycle is commencing

15.2 Finance & Performance (F&P) Committee Draft Minutes

The draft minutes were noted by the Board as well as the Committee's annual evaluation. A copy of the Covid funding brief was also provided for Board Members noting.

15.3 Finance & Performance Committee Chair Comments

Director Bennett highlighted:

- Changes to Covid funding model discussed. Covid spend will be managed by the LHD. Personal Protective Equipment will be supported by State. Covid and Baseline funding will no longer be reported separately.
- LHD is working with the Commonwealth around Covid vaccine funding
- There was also a discussion on workforce labour costs and sustainable workforce models, noting that the Committee will oversee reporting on this initiative going forward

The annual committee evaluation was provided to the Board for noting.

16 Clinical Operations

16.1 Acting Executive Director Operations Report

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

- Testing and roll out of critical care cameras
- Surgical wait times recovery strategy
- First MRI scan undertaken at Bathurst in January

The Board recognised Sharon's contribution whilst acting as the Executive Director, Operations.

17 Quality, Clinical Safety and Nursing

17.1 Patient Story - Lessons Learned

Story provided for noting

17.2 Executive Director Quality, Clinical Safety and Nursing Report

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

- Hospital acquired complications
- CEC are conducting work on leader rounding.
- Working with CEC around virtual care strategy and safety.

- The Australian Council on Healthcare Standards confirmed the Australian Commission on Safety and Quality in Health Care is mandating short notice accreditation assessments for all health services from 1 July 2023.
- Orange accreditation assessment is scheduled for May 2023
- Bureau of Health Information has released a report into admitted patients survey results. The report had a focus on feedback from Aboriginal patients

17.3 Health Care Quality Committee (HCQC) Draft minutes

No meeting held in December 2022 or January 2023.

17.4 HCQC Chair Comments

Director O'Brien spoke to correspondence from the Clinical Excellence Commission outlining a consultation process with HCQC chairs around onboarding and ongoing support.

18 Medical and Dental Appointments Advisory Committee (MADAAC)

18.1 MADAAC Meeting Draft Minutes

The draft minutes were noted by the Board.

18.2 MADAAC Chair Comments

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

19 Medical Council Meetings

19.1 District Medical Staff Executive Council Draft Minutes

The draft minutes were noted by the Board.

19.2 District Medical Staff Executive Council representative comments

Apologies.

19.3 District Clinical Council Draft Minutes

The draft minutes were noted by the Board.

20 Audit and Risk Committee

20.1 Audit and Risk Committee Draft Minutes

No meeting held in December

21 General Business

- WNSWLHD Health email addresses to be used.
- Board dates, venues, and topic schedule is uploaded into Convene document library
- Jason Cooke will be a virtual attendee for March meeting
- Fiona Bennett to Chair April meeting. Matthew Irvine will be a virtual attendee.
- Amanda O'Brien will be an apology for the June meeting

- Board acknowledged the passing of a child at Canowindra and extended their condolences to the family and to LHD staff.
- Discussion regarding Board Member position available for appointment. If Board Members have an individual identified, to discuss with Matthew.

22 Papers for noting

Vision and Action Plan for Regional NSW provided for noting

23 Reflection of Meeting

- The Board would like more rounding and time in the community. If there are sites which will have a development project, spend more time receiving a debrief on the planning and site tour
- Large number of papers
- Board evaluation to be tabled at March meetings

Meeting closed 2.55pm

Signed:



Dated: 8 March 2023