

Western NSW LHD Board Meeting
Cobar Health Service, Cobar
Wednesday 5 April 2023, 8:45am — 1:05 pm

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| Present: | Matthew Irvine | Board Chair (virtual) |
| | Fiona Bennett | Board Member – Meeting Chair |
| | Amanda O'Brien | Board Member |
| | Jason Cooke | Board Member |
| | Colin McClintock | Board Member |
| | Sally Davis | Board Member (virtual) |
| | Louise Johnson | Board Member |
| | Mark Spittal | Chief Executive |
| | Adrian Fahy | Exec Director Quality, Clinical Safety & Nursing |
| | Josh Carey | Exec Director Service Delivery |
| | Nirav Bajoria | A/Exec Director Finance and Corporate |
| | Krissy Ukena | Secretariat |

Absent:

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| Apologies: | Penny Gibbs | Board Member |
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Cobar Health Service

A welcome and overview of Cobar Health Service was provided by Mary Urquhart, Health Service Manager.

- 1 Board meeting commences with Acknowledgement of Country**
The meeting commenced at 8.45 am with the Chair providing an Acknowledgement of Country.
- 2 Apologies**
No apologies were provided at the commencement of the meeting.
Note that Penny Gibbs was unable to join the meeting and has subsequently been recorded as an apology.
- 3 Conflict of interests**
Director Cooke and Director Johnson provided updates to the conflicts of interest register
- 4 Minutes of Board meeting held 8 March 2023**
Minutes were endorsed by the Board.
- 5 Action Register from Board meeting held 8 March 2023**
Progress on action items was noted.
- 6 Chair Report**
Director Irvine noted the following:
 - A new Government formed following March state election.
 - Continue to work with Ministry of Health regarding Board member renewals

7 Chief Executive Report

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

- New Government Ministers to be sworn in today.
- An opportunity to brief the new Minister for Health is being organised for all Chief Executives.
- Progress update on the Dubbo Alcohol and other Drug Rehabilitation center in Dubbo.
- The Board were briefed on a legally privileged matter.
- Medical and Dental Appointments Advisory Committee (MADAAC) membership was discussed. Annette Crothers self-nominated as the second Board Member on the Committee.
- People strategy reporting template was provided for noting. The strategy will be reported at the Finance and Performance Committee meeting regularly with both a strategic level report partnered with a financial impact report. The People strategy and staff wellbeing will be reported annually to the Board, however opportunities to report to the Board more frequently will be reviewed as they arise.

7.1 WNSWLHD Performance scorecard February 2023

The scorecard was noted by the Board.

7.2 NSW Health League Table February 2023

The League Table was noted by the Board.

Director Davis left the meeting.

8 Finance and Corporate

8.1 Financial Performance Report

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

- Year to date performance has improved.
- Year to date own source revenue is favorable.
- the full year forecast anticipates a balanced result.

Reports have been added to the financial report content since the prior month including:

- A financial table on workforce related funding.
- Revenue and activity overview now included.

The Board discussed the capital program and capital forecast. Management noted that it is intended that additional reporting in relation to capital will be provided to the next Finance and Performance Committee meeting.

8.2 Finance & Performance (F&P) Committee Draft Minutes, Terms of Reference and Annual Timetable

The papers were noted by the Board. The Board endorsed the annual timetable and the Terms of Reference.

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

The draft minutes were noted by the Board. Director Bennett highlighted:

- Revised changes to reporting template.
- Addition of activity overview into new reporting template
- The possible delay in budget allocation due to appointment of new government.

Director Bennett and Mr Bajoria invited any additional feedback from Board and Executive on the revised Financial Report format and content.

9 Service Delivery

9.1 Executive Director Service Delivery Report

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

- Clinical Excellence Commission has completed its review of the adjusted model of care at Bathurst Health Service
- Bathurst accreditation timing and implications for the Basic Physician Training program
- Provision of Primary Care at GP clinics in Dubbo
- Overview of Key Performance Indicators including surgical recovery program
- Bathurst Redevelopment program.

Rounding Cobar Health Service

10 Western NSW LHD Strategic and Annual Plan update

Director O'Brien left the meeting.

Director Davis joined the meeting.

10.1 Environmental Sustainability

Mr Jeff Morrissey, Executive Director Corporate Services, Ms Lindsay Penson, A/Manager Planning and Service Development and Ms Cristen Fleming, Senior Health Service Planner joined the meeting.

Ms Fleming and Mr Morrissey spoke to the paper and presentation which was noted by the Board. Discussion included:

- Timeline and length of strategy
- Resourcing
- Opportunity for battery storage
- Staff engagement and development of a sustainability network
- Fleet vehicles and region's ability to adopt and support electric vehicles
- Reporting on the environmental strategy has been captured in the Finance and Performance and Committee terms of reference for routine discussion.
- The strategy document outlines the ongoing opportunity for communication, engagement and recognition of staff. The meeting was invited to consider if the Board would like Board level representation and involvement in the communication and engagement component of the strategy.

The Board endorsed the draft environmental strategy noting resources would be required which will have a financial impact.

Jeff Morrissey, Lindsay Penson, Cristen Fleming and Nirav Bajoria left the meeting.

9.1 Executive Director Service Delivery Report continued

Director O'Brien rejoined the meeting.

Mr Carey continued to provide an update on his report highlighting:

- Work is underway to support planning for winter and patient flow across facilities

11 Quality, Clinical Safety and Nursing

11.1 Patient Story - Lessons Learned

Story provided for noting

11.2 Executive Director Quality, Clinical Safety and Nursing Report

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

- Look back policy is being rolled out statewide with a focus on understanding and acting on lessons learned.
- Statewide short notice accreditation and approach to accreditation in the District has commenced
- Serious Adverse Event Reviews
- Patient and resident experience survey results

11.3 Health Care Quality Committee (HCQC) Draft minutes

The draft minutes were noted by the Board.

11.4 HCQC Chair Comments

Director O'Brien invited questions on the minutes. Nil questions.

12 Medical and Dental Appointments Advisory Committee (MADAAC)

Nirav Bajoria rejoined the meeting

12.1 MADAAC Meeting Draft Minutes

The draft minutes were noted by the Board.

12.2 MADAAC Chair Comments

Director Irvine noted the draft minutes and recommendations provided to Mr Spittal. Director Irvine reflected positively on the leadership role of Professor Arnold, Chief Medical Officer.

13 Medical Council Meetings

13.1 District Medical Staff Executive Council draft minutes

The draft minutes were noted by the Board.

14 Audit and Risk Committee

14.1 Audit and Risk Committee Draft Minutes

The draft minutes were noted by the Board.

14.2 ARC representative comments

A process to appoint a new Chair is underway with the current Chair's term ending mid-2023.

The Board suggested that an independent member from another ARC committee elsewhere within NSW Health, or a senior member of relevant ministry staff, be sought to add to the two board members to form the selection panel

14.3 ARC Charter

The draft Audit and Risk Committee Charter was provided for the Board's review and approval.

The Board endorsed the Audit and Risk Committee Charter.

15 Board Annual Self Review - Closed Session

Board members were each invited to provide their view of the board performance. It was highlighted by many that the Board and executive have a professional working relationship and share a high level of trust and respect. Some areas were identified to allow for an improved contribution by the board and these items will be actioned.

16 General Business

16.1 2023/2024 Draft Annual Plan

Draft plan provided for Board Member review.

Action: Feedback to be provided to Board Secretariat by 14 April

16.2 Sub regional planning Committee meetings.

Director Johnson provided the Board with an update on the Northern Sub Regional Planning meeting held on 30 March.

17 Reflection of Meeting

Meeting closed 1.05pm

Signed:



Dated: 3 May 2023