

Western NSW LHD Board Meeting
Bathurst Service, Bathurst
Wednesday 5 July 2023, 9:30 am — 2:50 pm

Present:	Matthew Irvine	Board Chair
	Colin McClintock	Board Member
	Sally Davis	Board Member (virtual)
	Louise Johnson	Board Member
	Penny Gibbs	Board Member (virtual)
	Amanda O'Brien	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: Nil

Apologies:	Fiona Bennett	Board Member
	Jason Cooke	Board Member

- 1 **Board meeting commences with Acknowledgement of Country**
The meeting commenced at 11.15 am with the Chair providing an Acknowledgement of Country.
- 2 **Apologies**
Directors Bennett and Cooke were noted as apologies.
- 3 **Conflict of interests**
Director Crothers provided an update and is now a consultant with Charles Sturt University Rural Health Research Institute.
- 4 **Minutes of Board meeting held June 2023**
Minutes were endorsed by the Board.
- 5 **Action Register from Board meeting held June 2023**
Progress on action items was noted.

The Chief Executive provided information regarding medical coverage at Wanaaring and the service arrangement with the Royal Flying Doctors Service.
- 6 **Rounding Feedback**
Board members toured Bathurst Health Service. Reflections from Board members were discussed including the current Hospital footprint and how the redevelopment may address any flow/layout and storage concerns raised by staff. Workforce issues were also raised as areas of pressure.
- 7 **Chair Report**
Director Irvine spoke to the correspondence provided which was noted by the Board highlighting:

- Correspondence received from the Minister regarding approach to Board appointments.
- The Board Chairs forum, due to be held late June, has been postponed.

8 Chief Executive Report

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

- Royal Australasian College of Physician has reinstated accredited Bathurst Health Service for the Basic Physician Trainee program.
- Dubbo Alcohol and other Drug rehabilitation centre development continues. The District is working with Dubbo Regional Council to understand concerns and land opportunities.
- Leadership engagement forums with staff will recommence at the end of July/beginning of August.
- Staff appointed to the NSW Health System Advisory Council. [Action: Prepare a letter of congratulations on behalf of Board to appointed representatives.](#)
- Key Health Worker accommodation was discussed, and types of accommodation being considered for purchase/construction.

8.1 WNSWLHD Performance scorecard May 2023

The scorecard was noted by the Board.

8.2 NSW Health League Table for May 2023

The League Table was noted by the Board.

9 Finance and Corporate

9.1 Financial Performance Report

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

- Workforce funding has not yet been received from the Ministry of Health. This is reflected in the underspend.
- An analysis on expenditure and revenue has been provided. It is expected a close to budget for year-end to be realised.
- Employee related expenses, including premium labour costs and vacancies continue to impact the Budget.
- An interim budget is expected late June with a final budget not anticipated until late September.
- Expense efficiency targets are expected, and a budget discussion will be held at the next Board meeting.

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

The minutes were noted by the Board.

9.3 Finance & Performance (F&P) Committee Chair Comments

The minutes were noted including the discussion on clinical coding audit.

10 Redevelopment project updates

Ms Amy Wells, Redevelopment Project Director, Bathurst Health Service and Mr Jeff Morrissey, Executive Director Corporate Services joined the meeting.

Ms Wells and Mr Morrissey spoke to the brief and provided a presentation, which was noted by the Board. The presentation provided an update on major redevelopment projects including Bathurst Health Service.

Ms Wells and Mr Morrissey left the meeting.

11 Western NSW LHD Strategic and Annual Plan update

Mr Tony Martin, Executive Director Aboriginal Health and Wellbeing, Ms Donna Stanley, District Coordinator Aboriginal Mental Health Drug and Alcohol (currently on secondment with Western NSW Primary Health Network) and Ms Helen McFarlane Acting Director Integrated Mental Health Drug and Alcohol Services joined the meeting.

Mr Martin, spoke to the brief and provided a presentation on meaningful gains in Aboriginal Health, which was noted by the Board. The presentation also provided an update on the implementation of the Aboriginal Mental Health and Wellbeing Strategy which Ms Stanley and Ms McFarlane spoke to.

Mr Martin, Ms Stanley and Ms McFarlane left the meeting.

12 Service Delivery

12.1 Executive Director, Service Delivery Report

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

- Reliance on agency staff.
- Vacancies in the anaesthetic workforce. Looking at a targeted campaign.
- NDIS accreditation audit. A review is being conducted. There was a discussion regarding how support can be provided for NDIS residents in LHD facilities.

13 Quality Clinical Safety and Nursing

13.1 Patient Story

Mr Fahy spoke to the patient story which was noted by the Board.

13.2 Executive Director, Quality Clinical Safety and Nursing Report

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

- Review of clinical handover processes and opportunities
- Hospital acquired complications continue to be a focus for the District.
- Facilities are being supported by the team in response to short notice accreditation.
- Admitted patient experience results provided.

13.3 Health Care Quality Committee (HCQC) Draft Minutes

The draft minutes were noted by the Board.

13.4 HCQC Chair Comments

The minutes were noted including the discussion on the DAMA program and short notice accreditation.

The 2023 National Standards Attestation Statement will be tabled at the August Board meeting for endorsement.

14 Medical and Dental Appointments Advisory Committee (MADAAC)

Mr Stephen Horne, Audit and Risk Committee Chair joined the meeting.

14.1 MADAAC Meeting Draft Minutes

Draft minutes provided for noting.

15 Medical Council Meetings

15.1 District Clinical Council Meeting Minutes

Draft Minutes provided for noting.

16 Audit and Risk Committee

16.1 Audit and Risk Committee Chair Annual update

Mr Nick Bennett, Internal Audit joined the meeting.

Welcome and introductions provided to Mr Stephen Horne, newly appointed Audit and Risk Committee Chair.

Mr Horne spoke to the presentation which was noted by the Board.

Discussion included:

- The scope of the Audit and Risk Committee and the key functions of both audit and risk.

16.2 Audit and Risk Committee draft minutes

Draft minutes provided for noting

16.3 ARC Committee member comments

Draft minutes provided for noting

16.4 Audit and Risk Committee membership

Director Crothers and Gibbs spoke to the brief which was provided for the Boards noting and approval.

The Board endorsed the application of Peter Murphy and his appointment to the Audit and Risk Committee.

16.5 Corporate Governance Attestation Statement

The annual Corporate Governance Attestation statement was provided for the Boards consideration.

The Board endorsed the attestation statement.

16.6 Internal Audit and Risk Management Attestation Statement

The annual internal audit and risk management attestation statement was provided for the Boards consideration.

The Board endorsed the attestation statement.

Mr Horne left the meeting.

17 Public Interest Disclosures Act 2022

Mr Bennett spoke to the brief provided which was noted by the Board.

Discussion included:

- Changes to the Act
- A revised policy is expected from the Ministry of Health in September
- Contact details for disclosure officers will need to be prepared. The brief details who are now considered a disclosure officer. This includes Board members.
- Training will be provided.

- Managers will be responsible for taking public interest disclosures.
- There will be changes to the reporting format and an annual report will be required.

18 General Business

PitchIT

Director Johnson attended the Districts PitchIT event where four projects were funded. Congratulations were extended to staff and the District for the innovative ideas and the energy behind the event.

The Western NSW Health Research Network is hosting an event later this year. [Action: Secretariat to circulate details.](#)

WNSWLHD Quality and Safety Awards

Director O'Brien participated as a judge in this year's awards.

19 Meeting Reflection

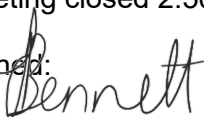
Director Johnson recognised the meeting was held during NAIDOC week and consideration will be given for the planning of the 2024 meeting to participate in any local facility NAIDOC celebrations as part of the Board meeting.

20 Paper for noting

The WNSWLD Research Strategy was provided for noting

Meeting closed 2.50pm

Signed:



Date: 2 August 2023