



Western NSW LHD Board Meeting  
Walgett Health Service, Walgett  
Wednesday 7 June 2023, 9:30 am — 2:50 pm

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<b>Present:</b>	Matthew Irvine	Board Chair
	Fiona Bennett	Board Member
	Jason Cooke	Board Member
	Colin McClintock	Board Member (virtual)
	Sally Davis	Board Member
	Louise Johnson	Board Member
	Penny Gibbs	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
	Martin Hua	District Medical Staff Executive Council Representative (virtual)

**Absent:** Nil

**Apologies:** Amanda O'Brien Board Member

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

The meeting commenced at 9.50 am with the Chair providing an Acknowledgement of Country.

**2 Apologies**

Director O'Brien is noted as an apology.

**3 Conflict of interests**

**4 Minutes of Board meeting held 3 May 2023**

Minutes were endorsed by the Board.

**5 Action Register from Board meeting held 3 May 2023**

Progress on action items was noted.

**6 Rounding Feedback**

Board members toured Walgett Health Service. Reflections from Board members were discussed including community factors and how this impacts service delivery and the service profile. Virtual service delivery was also discussed.

**7 Chair Report**

Director Irvine spoke to the report which was noted by the Board highlighting:

- The launch of the District's second Reconciliation Action Plan at the end of May.
- A meeting of the Board Chair's with the Secretary, NSW Health will be held at the end of June.
- An opportunity to accompany Mark Spittal and Service Transformation and General Manager to the meeting with Bathurst Regional Council on 14 June.

## **8 Chief Executive Report**

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

- Update on Dubbo alcohol and other drug rehabilitation centre including the establishment of a project team.
- Establishment of Head to Health kids hubs in Western NSW. The model is a multi service model with clear referral pathways. There will be additional resources to staff the model.
- The Commonwealth Government have now agreed that 80 Rural Generalist GP Registrars places are to be directly employed by LHDs. These will be established across rural NSW.
- Update on the Bathurst Health Service Basic Physician Trainee program.
- The quarterly performance meeting with Ministry of Health was held at the end of May and the District has maintained performance level zero.

### **8.1 WNSWLHD Performance scorecard April 2023**

The scorecard was noted by the Board.

### **8.2 NSW Health League Table March and April 2023**

The League Tables were noted by the Board.

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

*Ms Maryanne Hawthorn, Executive Director Strategic Reform, Planning and Partnerships, Mr Jeff Morrissey, Director Corporate and Clinical Support and Ms Lara Dwyer, Corporate Governance joined the meeting.*

### **9.1 Capital Investment Planning**

Mr Morrissey spoke to the brief and presentation, which was noted by the Board.

Discussion included:

- Sites listed as part of the Capital Investment program.
- Funding required for maintenance program.

The Board noted the process and priorities of the WNSWLHD 2023 Asset Management and Capital Investment Planning submission. It was acknowledged that the Finance and Performance subcommittee meeting discussed the submission and endorsed the submission to the Ministry of Health.

*Mr Morrissey left the meeting.*

### **9.2 Enterprise Risk**

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

Discussion included:

- Key priority areas and accountability
- Management of risk and District wide risks
- Consideration to develop a dashboard to support the reporting of the risk register.
- Risk maturity and risk acceptance in the organisation
- Intention to develop reporting mechanisms for initiatives.

The Board endorsed the formal creation of a team and associated roles related to Corporate Governance and Enterprise Risk Management as outlined in the next steps and key actions in the brief.

*Ms Dwyer left the meeting.*

### **9.3 WNSWLHD Annual Plan 2023- 24**

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

Discussion included:

- Progress on the previous annual plan
- Development of milestones and evaluation plans

The Board endorsed the final WNSWLHD 2023/24 Annual Plan.

### **10 Bourke Clinical Services Plan**

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

Discussion included:

- The Clinical Service Plan will be submitted with the CIP/SAMP/AMP to the Ministry of Health
- There is an opportunity for place-based planning across primary and secondary care
- Security improvements and opportunities
- Integration of services

The Board endorsed the Bourke Multipurpose Service Clinical Service Plan for submission to the Ministry of Health with the Capital Investment Proposal.

### **11 Finance and Corporate**

#### **11.1 Financial Performance Report**

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

- Year to date expense results was unfavorable. Premium staff costs continue to be a main driver of financial performance.
- The full year forecast result for expenses has been revised to \$0.5M favourable.
- Full year financial forecast provided in the report as well as details on the workforce funded initiatives.
- An interim budget is expected late June with a final budget not anticipated until late September.

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

The minutes were noted by the Board.

#### **11.3 Finance & Performance (F&P) Committee Chair Comments**

Director Bennett highlighted:

- An update was provided on the environmental sustainability plan. A quarterly update will be provided to the committee.
- Recruitment for manager for sustainability and performance is planned.

### **12 Service Delivery**

#### **12.1 Executive Director, Service Delivery Report**

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

- A meeting with the General Manager's was held in May with a focus on key performance indicators.
- Surgical recovery continues to be a major area of focus for Service Delivery
- A fly in and fly out midwifery model is being considered to support patient care.
- The Mobile CT van service has commenced operation.

- There is ongoing communication and support for staff who are part of the Service Delivery restructure
- Winter planning strategies are being implemented across the sites.  
*Action: Mr Carey to provide an overview of demand modelling for influenza A.*

### **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:

- The Clinical Excellence Commission continue to provide communication on keeping staff safe and preventing interhospital transmission of COVID-19 and influenza.
- The District is part of a research project to build our cultural capability
- Data from the patient experience survey program provided for noting.

#### **13.3 Health Care Quality Committee (HCQC) Draft Minutes**

The draft minutes were noted by the Board.

#### **13.4 HCQC Chair Comments**

Director McClintock provided advice there were no issues to be raised with the Board.

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

#### **14.1 MADAAC Meeting Draft Minutes**

Draft Minutes provided for noting.

### **15 Medical Council Meetings**

#### **15.1 District Medical Staff Executive Council Meeting Minutes**

Dr Martin Hua provided the Board with an update on recent discussions including:

- Resourcing and patient flow through facilities across winter

### **16 Audit and Risk Committee**

#### **16.2 Audit and Risk Committee Chair**

The preferred candidate for the role of Audit and Risk Committee Chair has accepted the role. Applications for new member has opened with recruitment to be finalised this month.

### **17 General Business**

#### **17.1 Wanaaring service delivery**

*Action: Advice to be provided to the Board on contract arrangements for nursing staff at Wanaaring.*

#### **17.2 Kinchela Boys Home**

Board members who attended the education session with Kinchela Boys Home provided their personal reflections of the session.

*Action: Circulate information regarding Kinchela Boys Home to the Board.*

- 18 Meeting Reflection**  
Explore further rounding opportunities at sites.

Meeting closed 2.50pm

Signed: 

Date: 5 July 2023