

Meeting of the Murrumbidgee Local Health District Board

Date: Wednesday, 23 August 2023

Time: 12.30pm

Venue: Yindyamarra Meeting Room, Wagga Wagga District Office

# **Minutes**

## **Board Members**

Name	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Glynis Ingram (Chair)	Р
Mr Adrian Lindner	PV
Mr Tony Kolbe	PV
Mr Andrew Jones	Р
Mr John Ireland	Р
Ms Elke Cleverdon	Р
Ms Elizabeth Dixon	PV
Dr Alam Yoosuff	Р
Ms Mary Atkinson	AP
Ms Cheryl Penrith	Р

## **MLHD Executive & Staff**

Name	Title	Present (P) Virtual (V) Apology (AP) Absent (A)
Ms Jill Ludford	Chief Executive, Murrumbidgee Local Health District	AP
Ms Carla Bailey	Acting Chief Executive, Murrumbidgee Local Health District	Р
Mr Kevin Lawrence	Director Finance & Performance, Murrumbidgee Local Health District	PV
Ms Emma Field	Acting Executive Director Operations, Murrumbidgee Local Health District	PV
Mr Paul Templeton	Acting Director Mental Health Drug and Alcohol, Murrumbidgee Local Health District	Р
Ms Jacqui Zutt	Board Secretariat Murrumbidgee Local Health District	P

#### **Invited Guests**

Ms Jenny Spain	CAE/CRO Director Governance, Risk and Audit, MLHD	Р
Ms Anne McLeish	Acting Director People and Culture, MLHD	PV
Mr Bryce Addison	Strategic Performance Improvement Manager, MLHD	PV

	In Camera Session – closed session held prior to the MLHD Board meeting.
Item 1	Welcome, Apologies and Acknowledgment of Country
Item 1.1 and Item 1.2	Welcome

The meeting was declared open at 1.03pm by the Chair, Ms Glynis Ingram. Apologies were received from Director Atkinson.

The Chair acknowledged the traditional owners of the land on which members were participating and paid respects to Elders past, present, future and emerging.

## Item 1.3 Conflict of Interest Declarations

Members were asked to declare:

- i. Conflicts of interest in relation to the agenda
- ii. Changes in material circumstance.

Director Yoosuff declared his recent appointment as medical advisor for NSW Rural Doctors Network.

## Item 1.4 Staff story

Ms Carla Bailey, Acting Chief Executive shared a staff story, Alison Bell, Senior Health Clinician. The story highlighted the Joint Child Protection Response Program.

Item 2	Confirmation of Previous Minutes
Item 2.1	MLHD Board – July 2023

The minutes of the Board Meeting held on 26 July 2023 were accepted as a true and accurate record of the meeting.

## Item 2.2 Performance, Resource and Planning Committee

The minutes of the Performance, Resource and Planning Committee meeting held on 26 July 2023 were accepted as a true and accurate record of the meeting.

#### Item 2.3 Audit and Risk Committee

No meeting held.

Item 3	Actions from the Previous Minutes
Item 3.1	Action List
	Action List was discussed. Closures accepted include: B23/03-003 B23/07-001 B23/07-002
Item 3.2	MLHD Goals 2022/23 Measures of Success  Ms Carla Bailey, Acting Chief Executive spoke to the document.  The Board noted the report

The Board noted the report.

	The Board Hoted the report.
Item 4	New Business
Item 4.1 Item 4.1.1	<ul> <li>Sustainable and Well Managed Resources</li> <li>Risk Management</li> <li>Ms Jenny Spain, CAE/CRO Director Governance, Risk and Audit spoke to the report. Key items of discussion included:</li> <li>Working to establish the Board's level of comfort in the way risk is identified and mitigation strategies applied.</li> <li>Seeking a clearer definition for the allocation of 'high' and 'medium' risks.</li> <li>The risk matrix (policy/framework) is owned by NSW Health, the Risk Appetite is owned by the Board.</li> </ul>
Item 4.1.2	Corporate Governance Attestation Statement Ms Jenny Spain, CAE/CRO Director Governance, Risk and Audit spoke to the Statement.  ACTION: Corporate Governance Attestation Statement to be tabled and approved by the ARC then returned to Board for final approval.
Item 4.1.3	Finance Update – July 2023  Mr Kevin Lawrence, Director Finance and Performance spoke to the report.  The Board notes the report.
Item 4.1.4	Accounts for Write Off – July 2023 Accounts for Write Off – July 2023 approved.  MOVED: Director Yoosuff SECONDED: Director Jones  ACTION: Outline procedure followed to identify accounts for Write Off.
Item 4.1.5	Restricted Assets Balances (SP&T) Noted.
Item 4.1.6	Custodial Trusts (External Trusts) Noted.
Item 4.1.7	Efficiency Improvement Plans Mr Bryce Addison, Strategic Performance Improvement Manager, joined the meeting virtually and spoke to the report.  The Board notes the report.

## Item 4.2 Lifting Health Outcomes

## Item 4.2.1 Closing the Gap strategies

Ms Jackie Brodie, Director Aboriginal Health joined the meeting and spoke to the document.

Key items of discussion included:

- NSW Health Annual Aboriginal Health Dashboard. The data shown is for the 2021-22 financial year. The report has been shared with external partners in previous years. The Board is supportive of this occurring again this year.
- Ongoing work continues with Hay, Griffith, and Wagga Aboriginal Community Controlled Medical Services.
- Planning is underway with the local community groups for the next MLHD Board emersion. Likely to be held in March/April 2024.
- Data collection remains a challenge, without data there is no evidence of change.

The Board notes the report and thanked Director Aboriginal Health for her work. The Board considered a stand alone Board sub committee focussed on Aboriginal Health.

ACTION: Closing the Gap strategies update to come to the Board every three months moving forward.

## Item 4.2.2 Wagga Wagga Base Hospital Maternity

Ms Carla Bailey, Acting Chief Executive and Director Glynis Ingram visited the WWBH Maternity unit prior to the Board meeting earlier today.

The Board notes the report.

## Item 4.3 Service Agreement and Foundation For Success – Data Analytics

## Item 4.3.1 MLHD Performance Report

Ms Carla Bailey, Acting Chief Executive spoke to the report.

The Board notes the report.

#### Item 4.3.2 State Performance Report

The Board notes the report.

#### Item 4.4 Workforce At Its Best

## Item 4.4.1 MLHD WHS & Wellbeing Due Diligence Quarterly Report

Ms Anne McLeish, Acting Director People and Culture joined the meeting virtually and spoke to the report.

Key items of discussion included:

 HMT incidents continue to be the leading contributor to Workers Compensation claims at MLHD.

The Board notes the report and commended Director People and Culture for the quality of the report provided.

#### Item 4.5 A Culture of Excellence

#### Item 4.5.1 Community Engagement

Ms Carla Bailey, Acting Chief Executive spoke to the report.

The Board notes the report and appointments of new LHAC members.

MOVED: Director Cleverdon SECONDED: Director Penrith

## Item 4.6.1

Ms Carla Bailey, Acting Chief Executive spoke to the report.

The Board notes the report.

## Item 4.6.2

Ms Carla Bailey, Acting Chief Executive spoke to the report.

The Board notes the report.

Item 5	Critical Issues
	Nil.

Item 6	Raising on Non Agenda Items Through the Chair
Item 7	Next Meeting

The next meeting will be held on 27 September 2023

Meeting Close

The meeting closed at 3.12pm.

## CERTIFICATION

**DECLARATION – BOARD CHAIR** 

Name: Ms Glynis Ingram

Signature:

Date: [Insert Date].