

Western NSW LHD Board Meeting  
Tottenham Multipurpose Service, Tottenham  
Wednesday 6 September 2023, 10:45 am — 2:15 pm

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<b>Present:</b>	Matthew Irvine	Board Chair
	Fiona Bennett	Board Member
	Colin McClintock	Board Member
	Amanda O'Brien	Board Member
	Louise Johnson	Board Member (virtual)
	Penny Gibbs	Board Member
	Annette Crothers	Board Member
	Jason Cooke	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
	Dr Charles Warren	District Medical Staff Executive Council representative

**Absent:** Nil

<b>Apologies:</b>	Dr Colin McClintock	Board Member
	Sally Davis	Board Member

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

The meeting commenced at 10.45 am with the Chair providing an Acknowledgement of Country.

**2 Apologies**

Directors McClintock and Davis were noted as apologies.

**3 Conflict of interests**

Director Johnson provided an update to her conflict of interest.

**4 Minutes of Board meeting held August 2023**

Minutes were endorsed by the Board with the following correction:

- The formal meeting commenced at 10.45am following rounding at the Facility.

**5 Action Register from Board meeting held August 2023**

Progress on action items was noted.

**6 Rounding Feedback**

Board members toured Tottenham Multipurpose Service. Reflections from Board members were discussed including the role of the Health Service Manager and breadth of knowledge across the multiple sites, the positive culture at the site and the lack of staff accommodation.

**7 Chair Report**

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

- Board Chairs meeting to be held in October.
- Met with the Royal Flying Doctors South Eastern Service to discuss future strategic planning.
- Met with Bathurst Regional Council as part of the re-established Bathurst Community Health Committee Meeting
- A meeting of Board members will be arranged out of session to discuss subcommittee membership and Board/ Committee focus. **Action: Secretariat to schedule an out of session meeting of Board members.**

## **8 Chief Executive Report**

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

- There are a number of Legislative Council inquiries that have now been established including the Special Commission of Inquiry into the funding of healthcare in NSW.
- NSW State budget to be handed down later this month. Discussion regarding anticipated implications.
- Opportunity to meet with the Primary Health Network Western Health Alliance Board. **Action: Secretariat to organise Board Chairs to discuss the opportunity.**
- Aeromedical retrieval at Orange Health Services was discussed. Mitigation strategies are in place.
- Director O'Brien provided an overview of the District Awards and Symposium and the innovation on display.

### **8.1 Board Quarterly Performance Report**

The report was noted by the Board.

### **8.2 WNSWLHD Performance scorecard July 2023**

The scorecard was noted by the Board.

### **8.3 NSW Health League Table June 2023**

The table was noted by the Board with a brief discussion regarding Bathurst Health Service.

## **9 Finance and Corporate**

### **9.1 Financial Performance Report**

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

- July and year to date expense result is unfavourable with high-cost labour a contributing factor.
- Meetings with NSW Ministry of Health continue around workforce initiative funding
- Vacancies are being reviewed by the District Finance team to determine how FTE and vacancies are quantified.
- There are a number of statewide system changes occurring.

### **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**

Director Bennett highlighted:

- the meeting in September will focus on financial sustainability

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

*Ms Beth Masling, Manager Patient Experience & Living Well Together and Ms Kerrie Noona, Director of Research joined the meeting.*

### 10.1 Patient pledge for a better patient experience

Ms Beth Masling spoke to the brief and presentation, which was noted by the Board. Discussion included:

- Development of the pledge
- Focus on speaking up and feeling safe to do so.
- Increased focus on improving patient experience.
- The Board recognised the positive initiatives and the additional resources to support staff to engage and connect with communities.
- When the timing of the pledge roll out has been finalised, the program will be provided to Executive and Board for their involvement.

*Ms Masling left the meeting.*

### 10.2 Establish rural clinical trials support unit

Ms Kerrie Noonan spoke to the brief and presentation which was noted by the Board. Discussion included:

- Funding allocation
- Risk mitigation of factors that might limit NSW Pathology's support to the R3 clinical trials program. [Action: Josh Carey and Kerrie Noonan to discuss funding arrangements with NSW Pathology.](#)

*Ms Noonan left the meeting*

## 11 Service Delivery

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

- The state-wide RIS/PACS solution went live at Orange Health Service. This is a statewide solution and expected to be rolled out across the District.
- Billing of private patients by Visiting Medical Officers
- Participation in the Nyngan Multipurpose Service working group meetings.
- Discussion regarding service connection across the LHD and communication with communities around changes to health service delivery.

## 12 Quality Clinical Safety and Nursing

### 12.1 Patient Story – Serious Adverse Event Learnings

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

### 12.2 Executive Director, Quality Clinical Safety and Nursing Report

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

- NSW Government Inquiry into birth trauma has commenced with a large number of submissions received from across NSW.
- Patient safety incidents for July 2023
- Hospital acquired complications and requirement for education.
- Patient experience data from the Bureau of Health Information survey. Trends indicate there is strength in how people are treated with dignity and how feedback on clinical conditions are provided. Sites are provided with data and supported to work on issues if needed.

### 12.3 Health Care Quality Committee (HCQC) Draft Minutes

The draft minutes were noted by the Board.

### 12.4 Health Care Quality Committee (HCQC) Draft Minutes

Director O'Brien highlighted:

- Presentation from Dubbo Health Service was well received by the committee.
- Management of overdue policy and procedures
- Review of HCQC terms of reference and meeting structure including membership and community representative membership.

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

#### **13.1 MADAAC Meeting Draft Minutes**

Draft minutes provided for noting.

### **14 Medical Council Meetings**

#### **14.1 District Clinical Council Meeting Minutes**

Draft Minutes provided for noting.

### **15 Feedback from District Medical Staff Executive Council representative**

Dr Charlie Warren provided an update on discussions at the District Medical Staff Executive Council meeting including:

- recruitment and retention.
- Vascular surgery and pacemaker implant opportunities in the District.
- Development of clinical services plan at Orange

There was also a discussion regarding re-categorisation of surgeries.

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

#### **16.1 Audit and Risk Committee draft minutes**

Draft minutes provided for noting.

#### **16.2 ARC Committee member comments**

Director Crothers highlighted:

- A new independent member has commenced on the Committee with Stephen stepping into the role of Chair.
- Report received on Cyber security preparedness and risk mitigation.
- New internal audit report format has been beneficial in assisting information trends to be identified.
- A report on the People Strategy to be tabled at each meeting.

### **17 Voluntary Assisted Dying**

*Professor Mark Arnold, Chief Medical Officer joined the meeting.*

Due to technology issues, the agenda item was postponed.

### **18 General Business**

**The Chief Executive provided the Board with an update on the following:**

- Patient death at Dubbo Health Service
- NSW Police investigation of a former employee at Orange Health Service

*Mr Carey left the meeting*

### **19 Papers for noting**

Mental Health Living Longer paper was provided for the Board's information.

**20 Next Meeting**

The next meeting will be held in Orange. The meeting will include the District's Annual Public meeting and Community Forum.

**21 Close**

The formal meeting was closed at 2.15pm

Signed. 

Date: 4 October 2023