

Western NSW Local Health District
Western NSW LHD Board Meeting June 2019
Balyata Room, Walgett MPS
Wednesday 5 Jun 2019, 8:30 — 14:30 AEST

WELCOME

Ms Lynette Harris, HSM welcomed the Board members at 8.30am and spoke to the Board members. The site visit was rescheduled to follow the meeting.

ACKNOWLEDGEMENT OF COUNTRY

The meeting commenced at 8.50am with the Chair providing an Acknowledgement of Country.

Attendance of Members

Scott Griffiths (Chair), Darren Ah See, Fiona Bennett, Dr Joe Canalese, Jason Cooke, Paul Mann, Dr Colin McClintock, Joan Treweeke, John Walkom.

In Attendance

Scott McLachlan, Chief Executive; Mark Spittal, Executive Director Operations
Lauren Nott, Secretariat

1 Apologies

Amanda O'Brien, Dr Paul Bloomfield, MSEC representative

2 Conflicts of Interest

Directors Walkom and Cooke advised of additional potential conflicts to be added.

Action:

Conflicts of interest register to be updated for Directors Walkom and Cooke

Action by: Ms Nott Action due: 3 July 2019

3 Board meeting draft minutes 1 May 2019

Minutes of the meeting were endorsed as a true and accurate record.

Recruitment of an independent member for Audit & Risk Committee is in progress.

Moved: Director Canalese

Seconded: Director Walkom

All in favour

4 Action Register from meeting held 1 May 2019

Progress on action items was noted by the Board

5 Chair Report

The Chair advised the following:

- Video meeting with Health Councils was held on 27 May. There was good attendance and participation by the health councils. A conversation regarding the future of health councils was initiated and the community engagement review process to be undertaken was outlined.
- CE and Chair met with the Commissioner for Mental Health while in region doing a review. The meeting included Mr Jason Crisp, Director MHD&A.

6 Chief Executive Report

In addition to the written report, the Chief Executive highlighted:

- There is increased activity with a fourfold increase in flu presentations. Impact is across the state and includes respiratory conditions. BHI report to be released will show the impact for the last quarter. It was noted there may be a financial impact due to the increased activity. Mr Spittal outlined potential risks including clinical risks and staff wellbeing which may also be impacted. HIU is preparing work to forecast potential impact based on past trends. A report is to come to the Board focusing on all potential risks, worse case scenarios and flow on effects. The CE advised the EDO report addresses some issues. Updated protocol and new policy directive to be issued by MoH later this week.
- LWT refresh is progressing well. Work has been done regarding outcome measures which is reflected in performance scorecards. Updates will continue to come to the Board.
- Dubbo redevelopment stage 3 & 4 and cancer services have a potential \$3-6M overrun. A workshop was held last week to progress the cancer project. The LHD will continue to progress discussions/options.
- Amanda Bock has been appointed as HI project manager for the LHD.
- Integrated care funding has been reduced by \$1.8M for the coming year. Program based positions are being reviewed.

Actions:

Report re impact of influenza to come to Board focusing on all potential risks, worse case scenarios and flow on effects

Action by: Mr Spittal

Action due: 3 July 2019

LWT update to come to the Board in two months

Action by: Mr Fahy

Action due: 7 August 2019

6.1 Monthly Performance Scorecard

The scorecard was noted by the Board.

6.2 NSW Health League Table - April 2019

The league table was noted by the Board.

6.3 Western NSW Health Research Symposium

Noted by the Board.

6.4 Living Quality and Safety - Project finalists

Noted by the Board.

7 Clinical Operations

7.1 Executive Director Clinical Operations Report

Mr Spittal spoke to the report which was noted by the Board.

- Work being undertaken to meet increased activity re medical and surgical services including emergency and elective surgery was outlined.
- Issues were outlined re the sustainability of maternity services across Parkes and Forbes with the recent workforce changes. The Board was briefed on options being explored with staff and the need to have a broader engagement to progress to a decision point.

8 Integrated Care Strategy update

Executive Director Ms Julie Cooper and Ms Louise Robinson, Manager Integrated Care joined the meeting via video

Introductions were made.

8.1 Patient Story - Outreach Midwifery (video)

Action:

A link is to be sent to the Board members to view the video.

Action by: Ms Nott Action due: ASAP.

8.2 Integrated Care Strategy

Ms Cooper and Ms Robinson gave a presentation (refer to meeting papers) and spoke to the briefing and strategy document. A discussion was held.

- It was asked if there are plans or processes to monitor and review sites post integrated care program. It was advised the LHD could look at this if providers would share data into the future to determine long term effectiveness.
- The Board would like to see 'person centred care' stressed further.

Recommendation:

The Board endorsed the WNSW Integrated Care Strategy 2019 – 2021 and WNSW Integrated Care Strategy – Implementation Plan 2019.

Moved: Director Walkom

Seconded: Director Treweeke

All in favour

Ms Robinson left the meeting

8.3 Oral Health Strategy Update

The Board noted the strategy report for Year 1 of the Oral Health Service Plan 2017-2020

Ms Cooper left the meeting

9 Planning, Performance and Funding

Mr Josh Carey, Executive Director and Mr Peter Bonnington, Assoc Director joined the meeting via video

9.1 Executive Director Planning, Performance and Funding Report

Mr Bonnington spoke to the financial performance report which was noted by the Board.

9.2 Presentation - Service Agreement 2019/2020

Mr Carey spoke to the brief and draft Service Agreement. A presentation was given (refer to papers) and discussion held.

Recommendation:

1. *The Board noted the contents of the 2019-2020 Draft Service Agreement and Negotiations Update*
2. *The Board noted while activity allocations aren't likely to change, the final funded price and total budget will not be available until the State Budget announcements in early June 2019.*

9.3 Finance & Performance Committee 28 May 2019 draft minutes

The draft minutes of the Finance and Performance Committee held 28 May 2019 were noted by the Board.

9.5.1 Investment Management Procedure

Mr Bonnington spoke to the briefing paper and a discussion was held.

Recommendation:

- *The Board approved the WNSW Investment Management Procedure as presented to the Finance and Performance Committee, with an effective date of 1 August 2019.*
- *The Board agreed to seek to develop a Risk Appetite Statement as it pertains to investments by March 2020.*

Moved: Director Walkom

Seconded: Director Treweeke

All in favour

9.4 Finance & Performance Committee Chair Comments

No additional comments were given.

9.5 Strategic Plan Update

The Board noted the progress towards the achievement of the WNSWLHD Strategic Plan 2016-2020.

Mr Josh Carey, Executive Director and Mr Peter Bonnington, Assoc Director left the meeting.

10 Quality, Clinical Safety and Nursing

10.1 Executive Director Quality, Clinical Safety and Nursing Report

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

- Detailed program of work to be commenced re increasing trend in Aboriginal patients presenting to EDs and not staying or self-discharging.
- Multidisciplinary approach to governance processes for skin integrity and pressure injuries.

10.2 HCQC Meeting 22 May 2019 draft minutes

The draft minutes of the HCQC meeting of 22 May 2019 were noted by the Board.

10.3 Quarterly Complaints Report

Mr Fahy spoke to the report which was noted by the Board.

10.4 Health Care Quality Committee Chair Comments

Mr Fahy advised comments were included in his report.

11 Medical Models Update

Dr Shannon Nott, Rural Director of Medical Services and Ms Amelia Haigh, Rural Health Innovation Lead joined the meeting.

The CE provided a background and introduction to the work being undertaken.

Dr Nott spoke to the brief and supporting papers. A presentation (refer to papers) was given and discussion held.

- Virtual health strategy was outlined including short term governance, prioritisation and gaps. Concurrently, looking at longer term ie 5-10 years.
- The model being implemented across four communities was outlined.
- Concern at lack of support of PHN for primary care in smaller communities.
- Credentialing of doctors was stressed including skills deficit, upskilling and support. This will include working with partners eg RDN, using base hospitals etc.

- GP registrar training programs – applications across the state are decreasing with significant decrease on the LHD (up to 30%) for next year. Supervision models were described. The LHD is looking at options to support, enable and increase retention.
- Models will vary across communities to suit the community needs.
- GP virtual service being considered.

Next steps

- Preparing broader plan for a number of towns
- Invited PHN and RDN for future discussions
- Update to come to Board every two months for next six months

The Board noted:

1. *Progress to date on 'Rural Medical Workforce Program of Work', including the development of key initiative: Virtual Rural VMO Service (Attachments A, B & C)*
2. *Progress to date on 'Sustaining Rural Communities – One-employer model Project' (Attachment D)*
3. *Progress to date on 'Virtual Health Service - Foundational Plan' (Attachment E)*

Dr Shannon Nott, Rural Director of Medical Services and Ms Amelia Haigh, Rural Health Innovation Lead left the meeting.

12 Medical and Dental Appointments Committee

12.1 MADAAC meeting held 15 May 2019 draft minutes

The minutes and recommendations of the MADAAC meeting held 15 May 2019 were noted by the Board.

12.2 MADAAC Chair Comments

Director Treweeke highlighted Item 8.1 re changes of employment status.

13 Audit and Risk

13.1 Enterprise Risk Appetite Statement

Director Bennett advised the draft risk appetite statement did not come to the A&R meeting in this format. The CE advised this is a very high level summary for consideration and needs to be considered with the ERR and risk management framework. Discussion held.

Framework to come to Board in October.

Recommendation:

The Board did not endorse the updated WNSWLHD Board Risk Appetite Statement

Action:

The Enterprise Risk Appetite Statement, Enterprise Risk Register and Risk Management Framework are to come to the October Board meeting.

Action by: Ms S Duff

Action Due: 2 October 2019

13.2 Auditor-General Report to Parliament re Performance Audit

The Board noted the contents of the brief and 2017-18 Auditor General Report to Parliament on the outcomes of the financial year audit process.

13.3 Audit and Risk Meeting 24 May 2019 draft minutes

The draft minutes and the Audit and Risk meeting held 24 May 2019 were noted by the Board.

13.4 Audit and Risk Board member comments

Director Bennett advised Ms Leah Fricke has been appointed as Chair of the Audit and Risk Committee. A farewell dinner for Mr Moffitt was held. Mr Moffitt is to be invited to the annual public meeting.

14 General Business and Business Without Notice

14.1 Clinical Streams Update

Mr McLachlan spoke to the brief which was noted by the Board.

14.2 Auditor-General's Report on Governance in LHDs

The Board Chair and CE spoke to the document which was discussed by the Board. It was agreed discussions should be held with the MoH re the service agreement and the LHDs main role. The CE and Chair will be meeting with the Secretary in July.

Action:

Mr Dan Hunter or Ms Susan Pearce to be invited to next Board meeting re the service agreement

Action by : Mr McLachlan Action by: ASAP

14.3 Site Visits - June 2019 Debrief

Action:

Feedback to be sent to L Nott for collation and inclusion in next meeting.

Action by : Directors Action by: ASAP

15 District Medical Staff Executive Council Report – Dr Bloomfield

Dr Bloomfield was an apology to the meeting.

15.1 MSEC meeting held 21 May 2019 draft minutes

The draft minutes of the District MSEC meeting held 21 May 2019 were noted by the Board.

16 Large Activities (concerts etc)

Arrangements for large concerts and events was queried. Mr Spittal outlined the arrangements that are put into place to cover such events.

16 Reflection of Meeting

Discussion held.

There being no further business the meeting closed at 2.25pm. The site visit was then held with the HSM.

Signed: 

Date – 3 July 2019