

PATHWEST Board Communiqué

This Communiqué highlights key discussions and considerations from the 7 December 2023 Board Meeting.

KEY MATTERS:

Operational Plan FY23/24

The Board invited each PathWest Executive Director to provide their biannual report on actions from the Operational Plan. The ten key activities outlined in the Operational Plan were:

1. Workforce Plan
2. Your Voice in Health Survey Improvement Initiative
3. Staff Performance Review- Management Plan
4. Service Goals by Discipline
5. PathWest Operating Model (Single Discipline)
6. IT Operating Model
7. Work Health and Safety (WHS) Improvement Initiatives
8. Research Strategy
9. Environmental Sustainability Strategy
10. Stakeholder Engagement Plan

The Board received an update on the progress on the actions within each of the activities and how they are tracking. Overall, the Plan is progressing well, and the Board is excited to see future progress under the incoming Chief Executive.

Board Risk Project Plan

The Board received an update from Mr Liam Murphy, Manager, Audit and Risk Management on the finalisation and implementation of the Board Risk work.

Mr. Murphy has developed a project plan for the finalisation of the risks established through the November Board Risk session in consultation with Trish Ridsdale, Board Business, and the development of Board risk reporting.

The project is set to be delivered through the PathWest Audit and Risk Management team. The Project Plan incorporates the:

- finalisation of draft risks (including identifying cause, consequence, controls, and ratings),
- development of Key Risk Indicators (KRIs),
- establishment of a quantitative risk appetite for each risk,
- refresh of PathWest's Risk Appetite Statement (RAS); and
- development of reporting that will allow the Board to monitor the effectiveness of risk management activities against risk appetite.

The Board commended Mr Murphy on the progress of the Risk Project Plan and is looking forward to seeing progression in 2024.

Board Evaluation Action Plan

An external evaluation of the Board operations and practices was conducted earlier this year, with the report issued and reviewed by the Board at the October 2023 Board meeting.

The report was very positive and included a number of recommendations and key themes for Board review and discussion. Following subsequent discussions with the Board, an Evaluation Action Plan was presented to the Board with a proposed action and due date on how to address the recommendations. There was a broad discussion around some points in the proposal, with a few amendments; however, the Board agreed on the overall proposal and will move forward with the agreed actions in 2024.

REPORTS:

Finance and Performance Report

Mr Sandy Kerr, Executive Director Finance, Procurement and Commercial Services presented the Finance and Performance Report to the Board. The Board acknowledged the work of the Finance Team and its continued work to review and monitor the budget for PathWest.

A/Chief Executive Report

Mr Sash Tomson, A/Chief Executive advised the Board that there was a delay with the implementation of the Forensic Pathology LIS module. The Board was pleased to learn the Forensic Pathology LIS module went 'live' the weekend following the December Board meeting. On behalf of the Board, I would like to congratulate the ICT Team on the amazing effort to get our last module within LIS live by the end of the year.

The Board learnt of the announcement of the State Health Operations Centre (SHOC). The role of SHOC will be to better coordinate essential emergency and medical care in WA. The details of how SHOC fits in with PathWest's emergency management coordination is not clear yet; however, the State Health Incident Coordination Centre (SHICC) will still assist in a time of crisis.

COMMITTEE UPDATES:

Safety and Quality Committee

The Safety and Quality Committee met on Tuesday, 7 November 2023, with the key discussions focused on:

- Key Assurance Indicators
- Regular reports (Quality and Clinical Incidents Reports)
- Reporting of lost specimens
- Report from the Clinical and Scientific Governance Committee (CSGC)
- Board Committee Evaluation questions/themes.

People and Culture Committee

The People and Culture Committee met on Thursday, 16 November 2023, with the key discussions focussed on:

- Workforce plan
- PPR Compliance and Employee Development Policy
- Public Sector Commission Census and Your Voice in Health survey and the outcomes of each survey
- Regular reports such as the Work Health and Safety, WorkSafe Plan, Wellbeing update and Integrity and Ethics
- Board Committee Evaluation questions/themes.

Finance Risk and Audit Committee

The Finance, Risk and Audit Committee met on Thursday, 23 November 2023, with the key discussions focussed on:

- Business Continuity and Emergency Management Plans

- Risk Management Policy
- PathWest Internal Audit Quality Policy (including Quality Assurance Improvement Plan)
- Internal Audit Report – Overtime Approval, Authorisation and Oversight
- OAG LIS Application Performance Audit
- Leave Management / Leave Balances
- Report on active procurements over \$1M
- Strategic Asset Plan / Medical Equipment Replacement Plan
- Regular Reports such as Risk Management update, Audit Dashboard and Finance and Business Performance Report
- Board Committee Evaluation questions/themes.

MESSAGE FROM THE BOARD CHAIR

This month I met with key stakeholders which included the Minister for Health and Director General. I also attended a number of other events such as the Safety and Quality Governance Workshop and the Recognition of Services Awards for PathWest staff.

The Board thanked and acknowledged the work Mr Sash Tomson while in the position of A/Chief Executive as this was his final Board meeting with PathWest. We wish Mr Tomson all the very best in the future.

On behalf of the PathWest Board, we would like to wish everyone a very merry Christmas and a safe and happy New Year.

NEXT MEETING

The next scheduled Board meeting will be held in Perth on 1 February 2024



Ms. Angie Paskevicius
Chair, PathWest Board
 December 2023