

SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2016/61

Date: Tuesday, 12 July 2016

Venue: Conference Room, Westmead Executive Office, E2,
Westmead Hospital

DRAFT Minutes

Present: Peter Zelas (A/ Chair), Narelle Bell, Bruce Turner, Paul Gibson, Kathy Baker, Di O'Halloran, Andrew Pesce

Ex officio: Danny O'Connor, Andrew Newton, Michael Edye

Teleconference: Jane Spring, Jeremy Chapman

Secretariat: Neeli Sharma

Invited: Leena Singh, Director Strategic Business Development & Commercial Services WSLHD, Coralie Wales, Community Engagement Manager, WSLHD, Julie Heinrich, AM, Consumer Engagement Officer

Meeting commenced: 4.30pm

Quorum: A quorum was met.

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Stephen Leeder, Hadia Haikal-Mukhtar

Item 2 Declarations of Changes in Material Circumstances

Members were asked to declare:

- (i) conflicts of interest in relation to the agenda or
- (ii) changes in material circumstance.

Action and decision: D O'Halloran declared she will be chairing the NSW & ACT PHN Board for the next 12 months. The Board comprises the chairs and CEOs of all NSW PHNs plus the ACT PHN.

Item 3.1 Presentation

Ms Leena Singh, Director Strategic Business Development & Commercial Services, WSLHD presented with Dr Coralie Wales, Community Engagement Manager, WSLHD and Dr Julie Heinrich, AM, Consumer Engagement Officer to provide an overview and progress on community and consumer engagement associated with the district capital redevelopment program.

The discussion included experiences, involvement and how consumer models and conversations have been incorporated into health service planning, Rouse Hill planning and the capital redevelopment program. Members were advised on progress on implementation of the framework endorsed by the WSLHD Board in 2014 and included reference to:

- Systems developed to distribute information through the WSLHD internet and intranet.
- Establishment of the WSLHD Consumer Council
- Formal interaction with Sydney Children's Hospital and ACI.
- Demonstrator sites for staff in the District that provides skills for community engagement.
- Key mentor relationships with consumers in place under the capital redevelopment, integrated care, diabetes prevention and mental health portfolios
- The development of feedback mechanisms to reach out to the community including an impact study in progress using a co-design methodology to engage the impact of consumer engagement, and Blacktown Stage 1 Project – Consumer Representative and Community invited to sample food choices resulting in a re-designed menu for the patients.

Members acknowledged the important work under the consumer engagement strategy and requested a stakeholder map be provided to the Board at a future meeting to provide members with an overview of a broader district approach to stakeholder engagement.

Health Service Plan – Capital Redevelopment

The Board noted consumers are fully engaged in managing challenges and expectations and providing insights into strategic planning for the capital redevelopment. Members noted meetings are planned with Wentwest and GPs to further refine processes for successful consumer engagement.

Action and decision: Report NOTED

Action and decision: Consumer Council meetings dates to be provided to members.

Action and decision: Provide diagram of districts overarching stakeholder management group to the Board.

Addit: Environmental Impact Study

Ms Singh presented a summary of the Environmental Impact Study for the Westmead Redevelopment. Members congratulated Ms Singh for her contribution and commended on her ongoing efforts, diligence and expertise on capital redevelopment project.

Item 3.2 Presentation

D O'Connor, Chief Executive, WSLHD co-jointly with A Newton, General Manger, Westmead and Auburn Hospitals on their visit to China and Hong Kong in April 2016. The Board noted the report tabled at the meeting providing background information on the visit noting the rationale the visit, the Minister's interest in China, and the signing of a MOU and cooperation between Shandong Province and NSW Health by the Minister noting Westmead Hospital as the lead institution for NSW Health.

Key discussion points:

- Westmead Hospital prior relationship with Bin Zhao Medical University from 2011 when a corporation agreement was signed with a clinician exchange program established.
- Primary care in China is focused on hospital and is under developed.
- Issues regarding medical workforce where doctors are trained to work in hospitals.
- Digital enabling healthcare and a refined medication safety practice.
- Government perceives the relationship with China as an opportunity. The Minister has an interest in WSLHD and existing relationship with Shandong.

D O'Connor and A Newton thanked the Board for the business opportunity and endorsement of the visit to China and Hong Kong.

Action and decision: Report NOTED

Item 4 Business Arising

4.1 Correspondence

Discussion: Members were referred to the correspondence report.

Action and decision: Correspondence NOTED

Item 5 Minutes of Previous Meeting

Item 5.1 Acceptance of Minutes

The minutes were accepted as a true record of the 14 June 2016 meeting.

Action and decision: Motion carried.

Item 5.1.1 Register of Actions from the Meeting

Discussion: Members were referred to the Register of Actions.

Action and decision: Register NOTED.

Action and decision: Draft letter to congratulate V Nesire and team for the recent WSLHD publication on Diabetes.

Action and decision: D O'Connor to provide further update on PACs/RIS business case in consultation with the Ministry

Item 6 Standing Agenda Items – Reports

6.1 Chair's report

Discussion: Members were referred to the report.

Key points:

Out of Session Circulation – MOH Respectful Culture in Medicine Conference: P Zelas advised the Board of his attendance at the Conference on Respectful Culture in Medicine on behalf of the WSLHD Board Chair, Stephen Leeder. The session emphasised compassionate leadership and gender equality. The Board noted the Ministry is currently in process of developing agreed principles and members were invited to provide feedback to the Ministry via N Bell who would review the summation in the context of the work previously completed by a sub group of the Board in relation to this matter

Action and decision: Report NOTED

Action and decision: P Zelas summation from the workshop and Board JMO Bullying and Harassment documents to be reviewed by N Bell for feedback to the Ministry in respect of the agreed principles regarding bullying and harassment as developed by the WSLHD Board.

6.1.2 2016 Annual Board Members Conference – 20 June 2016

A Pesce, J Spring, B Turner, N Bell, K Baker and S Leeder attended the annual conference. Members discussed implementation of the NDIS including funding and risk assessment and endorsed exploration of the NZ experience with implementation of the strategy. D O'Connor agreed to progress this request.

Action and decision: Investigate the NZ experience with NDIS.

Action and decision: Undertake a risk assessment of the implementation of NDIS in WSLHD

6.1.4. Board Renewal Process: Members were advised the Minister is currently considering the board member renewal process following receipt of expressions of interest. The Board will remain apprised of progress as information becomes available.

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report.

Key points:

6.2.1 District KPI Performance Emergency Treatment Performance:

D O'Connor advised members about the recent visit by the Premier to Westmead Hospital Emergency Department. Members noted positive feedback from the Premier.

Tab A: Planning For the future

Rouse Hill Planning Update: Members noted the Rouse Hill paper for the Ministry will be finalised in late July. An update to the Board will be provided at a future meeting.

Action and decision: Report NOTED

Action and decision: Update to the Board on Rouse Hill.

Tab B: Draft 2015/16 Corporate Governance Attestation Statement (CGAS):

Members were requested to review and provide feedback out of session by 22 July 2016.

Action and decision: Members to provide feedback on draft Corporate Governance Attestation Statement out of session by 22 July 2016.

Health Care Quality Committee (HCQC): K Baker advised members the Terms of Reference for HCQC has been endorsed by the Committee of the Board and will be forwarded to the Board out of session for comments and endorsement.

Action and decision: Provide HCQC TOR for Board's endorsement in August 2016 (out of session)

Aboriginal Health Services Sub-Committee: Members requested an amendment to wordings in relation of the running of the Aboriginal Health Services Sub-Committee.

Action and decision: Re-word paragraph on page 7 of 13 re Aboriginal Health Services Committee.

Tab C: WSLHD eHealth Board Update June 2016

The Board noted the significant progress of transformation of WSLHD information management and technology capabilities under robust governance structures and the leadership of Sabrina Walsh. D O'Connor advised members the District will be seeking endorsement of \$10m investment in ICT into the future.

Action and decision: Report NOTED

Item 6.2.1 Financial Performance Report

Members were referred to the report.

Action and decision: Report NOTED

District's EIP: Members requested further advice on the EIP and productivity target results.

Action and decision: Provide advice to the Board on the 52% result of Total District savings achieved against EIP target and Productivity Improvement target for August meeting.

TAB A: Service Level Agreement (SLA)

The Board noted the proposed Annual Service Agreement for 2016/17 tabled at the meeting with correspondence from the Chair, Finance, Performance and Assets Committee of the Board.

Members noted the recommendation to withdraw reference to Yaralla as a designated PICU services provision at Cumberland Hospital due to the inappropriate design and layout standards for safe and appropriate service provision within the NSW designated PICU network. The Board noted the service agreement was endorsed by FPA with the exception regarding PICU services. Members endorsed correspondence to be prepared for submission to the Ministry by the Chief Executive advising of the Board's decision.

Action and decision: Correspondence to A Bernard, Chair, FPA and the Ministry to notify the SLA has been endorsed by the Board pending exclusion of reference to the Yaralla Unit at Cumberland Hospital.

Item 6.2.2 WH&S/OHS – No report - due August 2016

Item 6.2.3 Quality and Safety

Members were referred to the report.

Action and decision: Report NOTED.

Item 6.3 Committees of the Board

Members were referred to the report.

Appendix 7.1.2.2. MDAAC:

Members noted the issue of difficulty with recruitment to Mental Health positions and requested an update from the Chief Executive to the Board at the August meeting.

Action and decision: Report NOTED.

Action and decision: Provide update to the Board on issues for recruitment to Mental Health positions.

Item 7.0 Appendices

Members were referred to the Appendices.

Action and decision Appendices noted.

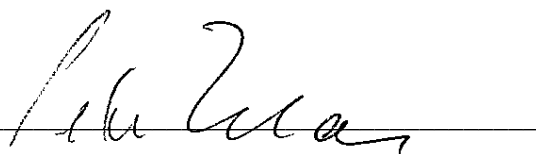
Item 8.0 Next Meeting

The next board meeting is scheduled for Tuesday 9 August 2016, Conference Room, Westmead Executive Office, E2, Westmead Hospital.

Item 9.0 Close

The meeting closed at 7.30pm

Signed: _____



(Peter Zelas, Acting Board Chair)