



SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2016/58

Date: Tuesday, 12 April 2016

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

Minutes

Present: Stephen Leeder (Chair) Peter Zelas, Narelle Bell, Jeremy Chapman, Diana O'Halloran. Bruce Turner, Paul Gibson, Hadia Haikal-Mukhtar, Andrew Pesce, Jane Spring

Ex officio: David Farlow, Sue-Anne Redmond (for Andrew Newton), Danny O'Connor

Teleconference: Nil

Secretariat: Neeli Sharma

Observer: Nil

Meeting commenced: 4.30pm

Quorum: A quorum was met.

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Kathy Baker, Andrew Newton, Dea Thiele.

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: No declarations NOTED.

Item 3.0 Presentation

The Board viewed and noted the following video presentations at the meeting:

3.1 *Patient Story – Patient Stanley Kingham* shares his story published on 29 March 2016. The Board noted a 3 minute video published on 29 March introducing a Westmead Hospital patient, Mr Stanley Kingham. The 82 year old who arrived from Parkes for treatment for cancer on his spine provided a positive feedback on his hospital journey thanking each staff involved in his care.

3.2 *Open Day at Blacktown, 19 March 2016* – The Board noted a 4 minute video on Open Day for the local communities, staff and families to inspect the building prior to opening featuring facilities at Blacktown on 19 March 2016.

3.3 *TED talk – Abraham Verghese: A doctor's touch* – The Board noted and discussed the 18.5 minute video describing the era of the patient-as-data-point by a physician and writer, Professor Verghese. The video described the power of informed observation, the bedside chat and the Professor's belief in the old-fashioned physical exam as a healing tool for treating patients.

Action and decision: 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 8 March 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.

Item 6 Standing Agenda Items – Reports

6.1 Chair's report

Discussion: Members were referred to the report.

Key points:

- **Council of Chairs meeting** - 14 March 2016. Key highlights included a presentation from David Currow from the NSW Cancer Institute that demonstrated variations in cancer surgery which was very well received. Ms Elizabeth Koff continues as Acting Secretary, Ministry of Health.

- **Transitional Research Grants Scheme (TRGS)** – The Chair advised five EOIs from WSLHD from a total of over 300 applications were nominated to submit full application, with a second round scheduled for September 2016.
- The **Annual Public Meeting and Quality Awards** - Members were reminded the two events will be held on separate days. An electronic diary request has been forwarded with confirmation of dates as:

Quality Awards: Thursday 22 September 2016, 7pm – 10pm
Annual Public Meeting: Tuesday 25 October 2016, 11.30am – 2.30pm
- **Board Membership** – Members discussed Board membership expiring 31 December 2016 and assessing capability gaps. D O'Connor advised that the EOI process to reappoint is routinely processed by the Ministry and further advice will be provided to members when available. B Turner J Spring and N Belle agreed to undertake a capacity assessment in consultation with the Chief Executive for further discussion at the May Board meeting and forwarding a copy to the Ministry (K Crawshaw).

Action and decision: Capacity assessment to be undertaken to inform Board reappointment process by the Ministry.

Action and decision: Submit WSLHD capacity assessment to Karen Crawshaw to inform Board reappointment process following endorsement by the Board

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report.

Key points:

- **District Activity:** Members were advised emergency department (ED) activity has increased by 4% when compared to last year with March recording 6% higher attendance than in the history of the District. This trend has continued into April due to triage categories 1,2,3 with complex cases. Hospital avoidance strategies to address the number of presentations to ED are progressing under the Integrated Care program and Whole of Hospital program.
- **Mental Health:** The Way Forward planning is progressing well with finalisation of the master planning phase process. The Board noted Ms Beth Kotze has been appointed as the temporary Acting Executive Director, Mental Health pending permanent appointment to the position.
- **Strategic Priorities:** The draft WSLHD Strategic Priorities document was tabled. D O'Connor advised members of the consultation process to date, noting the positive feedback from staff engaged in the process. When finalised, an economic model and a communication strategy will support implementation of the strategic priorities.

D O'Halloran commented on the importance of broader engagement including with the Primary Health Network connection, and how the priorities will translate to change. N Bell enquired whether the topic of bullying and harassment was referred to in the document. D O'Connor advised that a senior executive People and Culture position was under development in discussion with the Ministry that would have strategic oversight of organisational culture and incorporated under the People and Culture section.

Action and decision: Economic model and communication strategy to be developed to support implementation of the Strategic Priorities when finalised.

- **Rouse Hill:** D O'Connor advised members that discussions continue with the Ministry and HI regarding the development of an integrated healthcare facility. Members discussed this could present the District with an opportunity to consider opening an expert centre as part of the District's commitment to explore a new facility at Rouse Hill. D O'Connor commented that this matter needs to

be considered from the workforce perspective. The Board congratulated D O'Connor and the planning team for their contribution and efforts with this challenging exercise.

Item 6.2.6 Planning for the Future

Discussion: Members were referred to the report.

Action and decision: Report NOTED

Item 6.2.1 Financial Performance Report

Members were referred to the report.

Action and decision: Report NOTED

Item 6.2.2 WH&S/OHS – QUARTERLY REPORT – NOT DUE TILL MAY

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.

Members requested MDAAC to review the current report and provide a qualitative report factor in the quantitative information.

Action and decision: Report NOTED

Action and decision: Forward advice to MDAAC Chair/Secretariat to review the current report and provide a qualitative report factor in the quantitative information.

Item 6.3.1 Board Committee Oral Report – Research and Development Committee

J Chapman referred members to the report and provided an update on the current operations of the Committee.

Action and decision: NOTED

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 10 May 2016, Conference Room 1+2, Level 5, Auburn Hospital. The meeting will be preceded by a Staff Meet and Greet from 3.30 – 4.30pm Foyer, Level 5, Auburn Hospital.

Item 9.0 Close

The meeting closed at 7pm

Signed:  _____

(Stephen Leeder, Board Chair)