

## SUMMARY OF MINUTES

### Meeting of the Board of the Western Sydney Local Health District

No. 2015/50

Date: Tuesday, 14 July 2015

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

# Minutes

Present: Stephen Leeder, Paul Gibson, Diana O'Halloran, Dea Thiele, Kathy Baker, Andrew Pesce, Bruce Turner, Jeremy Chapman, Hadia Haikal-Mukhtar, Jane Spring, Peter Zelas

Ex officio: Carrie Marr, Peter Klineberg, Andrew Newton, Danny O'Connor.

Secretariat: Sara Currie

## Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Nil

The Chair advised members the Minister has approved the appointment of Ms Narelle Bell to the WSLHD Board. Ms Bell has a strong legal background and is currently a Lawyer Member of the Medical Council of NSW and a Legal Member of the Western Sydney Human Research Ethics Committee. Ms Bell will join the Board for her first meeting in August.

## Item 2 Declarations of Changes in Material Circumstances

*Discussion:* The Chair requested members to disclose any changes in material circumstances.

*Action and decision:* Noted

## Item Presentation - WSLHD ICT Strategy – Sabrina Walsh, A/CIO

S Walsh provided members with a strategic overview of the WSLHD eHealth Strategy and Investment Roadmap for the next 3-4 years. It was highlighted that a considerable amount of foundational work is required to ensure district IT infrastructure can support the current and future needs of the business. Factors critical to the success of the ICT strategy is a robust governance framework and adequate funding. S Walsh was thanked for her strong leadership and efforts in the creation of the eHealth Strategy and the Investment roadmap.

*Action and decision:* eHealth Strategy and Investment Roadmap ENDORSED

## Item 3.1 Report – WSLHD Planning and Development Progress Report – Major Capital Works project update

D O'Connor informed members the Asset Strategic plan has been considered by the FPA board committee and is now well advanced. WSLHD have been requested by the Ministry of Health to include any non-project asbestos remediation works into the ASP in the context of identifying funding to support the program.

Members were advised no further information was currently available on the proposed hospital at Rouse Hill.

*Action and decision: Report NOTED*

#### **Item 4 Business Arising**

##### **4.1 Correspondence**

*Discussion:* The Chair confirmed members had read correspondence received or distributed from to 2 June 2015 to 7 July 2015.

*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 9 June 2015 meeting

*Action and decision: Motion carried.*

##### **Item 5.1.1 Register of Actions from the Meeting**

*Discussion:* The Chair referred members to the action log.

*Action and decision: Register noted.*

#### **Item 6 Standing Agenda Items – Reports**

##### **6.1 Chair's report**

*Discussion:* Members were referred to the report. P Klineberg provided members with an update on the Ministry of Health Annual Statewide LHD and Speciality Network Board Conference which focused on research and the role of the patient contribution to healthcare. The conference included a moving presentation from a carer who shared her story which had a strong impact at the conference and highlighted the important contribution of patients and families influencing improved provision of healthcare. Members noted a presentation from a carer is held at every HCQC meeting providing a valuable opportunity to hear of their experiences with the healthcare system.

*Action and decision: Report NOTED.*

##### **Item 6.2 Chief Executive Report**

*Discussion:* Members were referred to the report. The following key points were discussed:

- *Auburn and Mental Health & Drug Services Accreditation:* Members were advised accreditation has been awarded to both services with areas of focus including strengthening leadership capabilities.
- *2014/15 Corporate Governance Attestation Statement:* D O'Connor informed members the final

statement will go to the August board meeting for endorsement.

- *FACS*: Members were informed of the ongoing collaborative effort between FACS and the district noting this strong relationship will result in improved outcomes for clients and their families through a multi-agency approach. Members requested to remain advised of progress of initiatives.

*Action and decision: DOC to provide a report to members that goes into greater detail about the work WSLHD is currently doing with FACS.*

- *Capacity Assessment Project*: B Turner noted WSLHD had five case studies selected for potential inclusion in the CAP Best Practice Compendium which was a very positive outcome for the district.

*Action and decision: Report NOTED*

#### **Item 6.2a 2015/16 Draft Service Agreement**

D O'Connor provided members with a copy of the revised 2015/16 Draft Service Agreement further refined under the auspices of the Finance, Performance and Asset (FPA) Board Committee which have recommended the Board endorse the Agreement.

S Leeder acknowledged the significant efforts involved in improving the district position in collaboration with the Ministry over the past four years. Thanks were extended to N McDonald, L Singh from WSLHD and W Hughes, J Roach, Z Bolevich from the Ministry of Health for their openness and transparency during the development of the Agreement.

*Action and decision: Letter of thanks to be sent to staff from the Ministry of Health*

*Action and decision: Copy of 2014/15 Service Agreement to be sent to A Pesce for information*

*Action and decision: 2015/16 Draft Service Agreement endorsed by the Chair and Chief Executive.*

#### **Item 6.2b Emergency Treatment Performance – Westmead Hospital and Blacktown Mount Drutt**

Members were referred to the report.

The Whole of Hospital (WoHP) program is underway at Blacktown, Mount Drutt and Westmead hospitals. Members acknowledged the pressures are significant due to capacity issues however momentum is being sustained under a range of initiatives to improve performance.

*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**

Members were referred to the report.

B Turner highlighted the need for a change in wording around risk no. 336. D O'Connor agreed and indicated we needed to reference our thorough treatment plan not just the increased awareness around the issue.

*Action and decision: Report NOTED.*

**Item 6.2.3 Quality and Safety**

*Discussion:* C Marr referred members to the report and provided an overview of initiatives to be established over the next twelve months under the Strategic Improvement Program. It was noted that progress will be monitored through the HCQC Committee.

*Action and decision:* Report NOTED

**Item 6.3 Board Committee Reports/ Other reports**

Members were referred to the reports

*Action and decision:* Report NOTED

**Item 6.31 Board Committee Oral Report – Aboriginal Health Committee**

D Thiele informed members that the Committee was established in 2013 in response to the launch of the NSW Aboriginal Health Plan 2013-2023. Membership of the committee currently includes representatives from the WSLHD Board, Executive, the Primary Health Network, Aboriginal Medical Services, Aboriginal Service Providers and WSLHD. C Marr informed members there is approximately 225 Aboriginal staff in the district.

Members acknowledged the importance of the Committee and the work in progress, and proposed the district convene an out of session meeting with the Chair and the executive sponsor to identify how the Board could provide further support to the committee.

*Action and Decision:* Out of session discussion to be convened.

**Item 7.0 Appendices**

Members were referred to the appendices.

*Action and decision* Appendices noted.

**Item 8.0 Next Meeting**

The next meeting is scheduled for Tuesday 11 August 2015 from 4.30pm – 7.00pm at Westmead Hospital.

**Item 9.0 Close**

There being no further business, the meeting closed at 6.45pm.



Signed: \_\_\_\_\_ (Professor Stephen Leeder, Board Chair)