

SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2015/53

Date: Tuesday, 13 October 2015

Venue: Multi-Purpose Meeting Room, Clinical School, Blacktown Hospital

DRAFT Minutes

Present: Stephen Leeder (Chair), Narelle Bell, Jeremy Chapman, Paul Gibson, Hadia Haikal-Mukhtar, Bruce Turner, Dea Thiele, Peter Zelas (Deputy Chair), Diana O'Halloran (departed early).

Ex officio: Robert Denniss, Carrie Marr, Andrew Newton, Danny O'Connor

Secretariat: Sara Currie

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Jane Spring, Kathy Baker

Item 2 Declarations of Changes in Material Circumstances

Discussion: Dea Thiele has been appointed as the CEO of the Nepean Aboriginal Health Service.

Action and decision: Noted

Item 3.1 Planning for the Future – Major Capital Works Update

Discussion: Discussed under the Chief Executive Report (6.2).

Item 4 Business Arising

4.1 Correspondence

Discussion: The Chair confirmed members had read correspondence received or distributed from 2 September 2015 to 6 October 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 8 September 2015 meeting.

Action and decision: *Motion carried.*

Item 5.1.1 Register of Actions from the Meeting

S Leeder tabled a paper provided by L Singh regarding the WSLHD capital redevelopment projects and the processes for local consultation with clinicians and general practitioners. D O'Halloran confirmed attendance at a meeting with members of the WSLHD Capital Redevelopment team to further discuss strategies for GP engagement and agreed to provide a report on the outcomes of the discussion.

The proposed Rouse Hill development was discussed in the context of BMDH Stage 2 and Westmead Precinct Redevelopment planning. D O'Connor advised members that Sam Sangster, Chief Executive HealthInfrastructure had accepted the invitation to attend the December Board meeting to provide an update on capital redevelopment including Rouse Hill.

Action and decision: *D O'Halloran to provide one page report to the board on outcome of meeting with Capital Redevelopment team and engagement with GPs on the redevelopment program*

Action and decision: *D O'Connor to provide update on Rouse Hill to next board meeting.*

Action and decision: *Register NOTED.*

Item 6 Standing Agenda Items – Reports

6.1 Chair's report

Discussion: Members were referred to the report. S Leeder advised members the contract renewal process to reappoint the Chief Executive had concluded and congratulated Danny O'Connor on his reappointment for the next five years. Members were reminded the WSLHD Board Forum will be held 5-6 of November 2015 with Professor Barney Glover confirmed as the guest dinner speaker.

Discussion: D O'Connor provided members with an update on the strong partnership with Family and Community Services (FACS) advising members he had met with the Secretary, Mr Michael Coutts-Trotter. Members were advised of a recent case where a neonate admitted to the neonatal Intensive Care Unit was successfully managed by the WSLHD and FACS.

Action and decision: *Report NOTED.*

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report.

Item 3.1 Planning for the future: D O'Connor tabled a map of Cumberland East Campus outlining the relocation area plan advising members Area one was the only area that would be affected during the development of the Justice Precinct under the Urban Growth Project. Members expressed interest in participating in a site visit to Cumberland to review the proposed redevelopment sites.

Action and decision: *Members to be invited to take part in a tour of Cumberland campus in 2016.*

Item 6.2.6 Yaralla Review: D O'Connor provided an overview of the Yaralla building which is currently not fit for purpose and confirmed an external review of Yaralla had been commissioned in response to a number of risks associated with staffing, security and operational management. Members would be advised when the review process was complete with a recommendation to be discussed at a future Board meeting. The Agency for Clinical Innovation (ACI) may also be able to assist with reviewing contemporary models of care for mental health services and culture and leadership matters.

Action and decision: D O'Connor to provide further information to the Board following finalization of the Yaralla Review.

WSLHD NEAT performance: NEAT performance is continuing to improve following the winter period and continued collaboration between the General Managers and the Ministry on the Whole of Hospital program and Peak Activity Target initiative.

Action and decision: Report NOTED

Discussed without Notice -

Syrian Refugees

Following a meeting convened to discuss the Syrian Refugee crisis attended by nominated Board members, P Zelas advised refugees will begin arriving in Sydney in December 2015. The refugees will typically be middle class and middle aged with young families and placed into the Fairfield and Western Sydney area where there are established Syrian communities. All refugees will be allocated housing, and 500 hours of English language lessons. Immunizations will be provided to all refugees on arrival. H Mukhtar requested the matter be included with discussion at the upcoming Board Forum.

Action and decision: Refugees to be added to the board forum agenda for further discussion.

Item 6.2a WSLHD Strategic Plan – Reporting Performance

C Marr indicated that reporting performance against the current WSLHD Strategic Plan for the period June – November 2015 will be listed for the Board meeting scheduled 8 December 2015. The new Strategic Improvement Program (SIP) will supersede the current reporting framework commencing in 2016 on a quarterly basis. Organisational Effectiveness will be responsible for the coordination of the report to the Board.

Action and decision: Quarterly WSLHD Strategic Plan report for the period June – November 2015 due to the board in December 2015.

Item 6.2b Junior Medical Staff Harassment and Bullying

J Chapman showed members the apology from Professor David Walters OBE, President of the Royal Australian College of Surgeons (RACS) for bullying, discrimination and sexual harassment by surgeons at https://www.youtube.com/watch?v=lm_YLicg9Sw released in September 2015.

D O'Connor confirmed these matters are taken extremely seriously and action against any reported bullying and harassment is addressed as a priority. To strengthen the district response to these matters, members discussed the proposal to engage an independent medical commissioner with experience in changing organisational culture in response to sexual harassment and bullying. B Turner highlighted the importance of the role of Human Resources to also support a response to these matters.

Members agreed the item to remain on the Board Agenda, and for a small working group with J Chapman, N Bell and B Turner to be convened to consider both the legal implications and a District response to the RACS report.

Action and decision: Item to remain on Board Agenda

Action and decision: Small working group to be convened to consider legal implications and a District response to the RACS report

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 reported. The quarterly report is due November 2015.

Item 6.2.3 Quality and Safety

Discussion: C Marr advised the professionally edited copy of the *WSLHD Workforce Strategic Plan 2015-2020* was included with papers for comment. Members noted the district is not meeting the KPI for staff who have had a performance review in the last financial year. A Newton indicated this measure was accessed through Stafflink however not all completed performance reviews are recorded in Stafflink. Members agreed performance against this KPI be monitored and be included for advice to the Board in the Organisational Effectiveness report.

Action and decision: Report NOTED

Action and decision: Performance appraisal KPI be monitored and be included for advice to the Board in the Organisational Effectiveness report.

Item 6.3 Board Committee Reports/ Other reports

Meeting concluded before the item was discussed. Members asked to note the report.

Action and decision: Report NOTED.

Item 6.3.1 Board Committee Oral Report – Carrie Marr, HCQC

Meeting concluded before the item was discussed. Members asked to note the report.

Action and decision Report NOTED

Item 7.0 Appendices

Meeting concluded before the item was discussed. Members asked to note the report.

Action and decision Appendices noted.

Item 8.0 Next Meeting

S Leeder thanked C Marr for her contribution to the board as an ex-officio member following her resignation. Ms Marr was wished every success in her new position as Chief Executive of the Clinical Excellence Commission from 26 October 2015.

