



SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 25

Date: Tuesday, 11 June 2013

Venue: Boardroom, Western Sydney Local Health District Office,
Institute Rd, Westmead Hospital Campus

Minutes

Present: Stephen Leeder (Chair), Kathy Baker, Abby Bloom, Jeremy Chapman, Paul Gibson, Peter Klineberg, Hadia Mukhtar, Diana O'Halloran, Andrew Pesce, Jane Spring, Dea Thiele, Peter Zelas

Ex officio: Shaun Drummond, Tony Hickmott, Kim Hill, Danny O'Connor.

Secretariat: Michelle Wensley.

The meeting opened at 5:00 pm.

Item 1 Welcome and Leave of Absence

Leave of Absence: A Bloom, J Spring, D Thiele.

Presentation 1 - Mr Bruce Turner, Chair, WSLHD Audit and Risk Management Committee (ARMC)

Mr Bruce Turner provided members with an overview of the District approach to risk management, progress of the Audit and Risk Management Committee (ARMC) and the recent changes and expectations of the NSW Audit Office. Members noted the focus of the current ARMC is to ensure strategies are in place for the management of contemporary risk, control, compliance and auditing arrangements. Currently for the District there are sound overarching governance arrangements in place that comply with Ministry of Health (MoH) policy requirements.

Presentation 2 – Associate Professor Paul Harnett, Network Director, Cancer Services

A/Professor Harnett provided an overview of the Crown Princess Mary Centre and the collaborative building of partnerships in research that included a Travelling Scholarship between the Centre and Denmark. An invitation was extended to members to attend the Crown Princess Mary Cancer Centre Symposium on 22 November 2013 at The Novotel, Sydney Olympic Park.

Item 2 Declarations of Changes in Material Circumstances

Nil.

Item 3 Business Arising

3.1.1 Correspondence tabled.

Item 4 Minutes of Previous Meeting

Item 4.1 Acceptance of Minutes

Item 4.1.1 Minutes of Meeting

The minutes of the meeting held 14 May 2013 were accepted with an amendment to include the word “selected” under *Key Appointments* (requested by K Baker).

Item 4.2 Matters Arising from the Minutes

Nil.

Item 4.2.1 Action Log from the Meeting

The Action Log from 14 May 2013 meeting was tabled with status updates provided.

Key discussion points:

- *WSLHD Letter from the Board Chair to the Minister*: S Leeder advised that on 31 May 2013 the Council of Board Chairs endorsed the circulation of LHD Board Chair responses forwarded to the Minister in response to her request for a range of issues related to Health Reform would be shared via the Govdex website.
- *WSLHD Orthopaedic Review*: D O'Connor advised case reviews were underway in consultation with external reviewers and in addition, service redesign options for Orthopaedic services are being considered. The HCQC has been advised of progress.
- *WSLHD Community Engagement Framework*: K Hill advised the Steering Committee would meet on 17 June and the *Framework* would be discussed with the Executive team prior to tabling at the August Board meeting.

Item 5 Standing Agenda Items – Reports

5.1 Chair's report

The Chair's Report was noted. Key discussion points included:

- *2013 District Performance:* The improved Level 2 performance has been maintained.
- *New Board Sub Committee - Aboriginal Health Services:* The first meeting will be held on 25 June 2013 chaired by Dea Thiele and will be attended by representatives of the Medicare Local, Butacarbin (NGO) and Aboriginal Medical Services.
- *2013 Board Site Visits / Meet and Greet:* The Board site visits are being finalised with the first visits commencing on 9 July 2013. A full schedule is available under the Appendices at 7.1.4.
- *2013 Ongoing Board Education Schedule -* The Ministry has confirmed the ongoing schedule for the 2013 Board Training Program facilitated by NOUS with Peter Zelas participating in the June session. Board Chair approval is required to participate in the ongoing program as there is a cost involved.
- *2013 Annual LHD Board Members Conference - 21 June 2013:* The Conference will be held on 21 June 2013 with the Minister for Health and the Director-General in attendance.
- *Board Governance Survey (Australian Institute of Company Directors).* Members have received the password information from the AICD to access the online survey and were advised the date for completion is 26 June 2013.

RESOLVED to accept the Chair's Report.

Item 5.2 Chief Executive Report

The Chief Executive's Report was tabled and noted.

Key points of discussion:

- *WSLHD Performance:* The District performance remains at level "2" due to continued improved performance. Members were advised focus is required on improving mental health, National Emergency Access Targets (NEAT), Patients in the Emergency Department (ED) > 24 hours, and financial performance. The next performance meeting with the Ministry is scheduled for 30 July 2013.
- *Key appointments – WSLHD*
WSLHD Executive Director, Clinical Governance
Negotiations continue with the preferred applicant in consultation with the Ministry. The Board will be advised of finalisation of recruitment as soon as known.
Key appointments - Westmead Hospital
The Clinical Director, Surgery and Anaesthetics Division appointment remains pending, and the four HM6 positions to provide high level support to the new Clinical Director positions have been submitted to the MoH for grading. The Board will be advised when the positions are approved.
- *Your Say workplace culture survey* Final survey response figures will be provided to the Board in July and presented to the Health Care Quality committee Board sub-Committee.
- *Key Event - Visit by the Dalai Lama to Westmead Hospital on 17 June 2013.*
His Holiness the 14th Dalai Lama will visit Westmead on 17 June 2013 following acceptance of an invitation from Jeremy Chapman to speak on ethical issues related to transplantation. It is expected over 300 people will be in attendance.
- *Clinical Governance – release of Hospital Performance Report on 23 May 2013.* - The National Health Performance Authority released a Hospital Performance Report on 23 May 2013 focussing on staphylococcus aureus bloodstream (SAB) infections in public hospitals based on the 2011-12 data. Members were advised there has been significant improvement with 1.49 SAB per 10,000 bed days

reported for the first nine months of 2012-13.

RESOLVED to accept the Chief Executive's Report

H Mukhtar requested progress on paediatric services – D O'Connor agreed to provide an update at the next meeting which would also reference work underway with *NSWKids*.

RESOLVED to provide an update on paediatric services at the next meeting.

Item 5.3 Board Sub-Committee Reports

Item 5.3.1 Health Care Quality Committee (HCQC)

RESOLVED to accept the Report.

Item 5.3.2 Finance, Performance and Asset Management

RESOLVED to accept the report.

Item 5.3.3 Medical and Dental Appointments Advisory Committee (MDAAC)

RESOLVED: to accept the report.

Item 5.3.4 Research and Education

RESOLVED: to accept the report.

Item 6 New Business

Item 6.1 Matters raised by Board Members

6.1.1 2013/14 Contract negotiations with the Ministry.

D O'Connor advised members that three meetings have been held with the Ministry to progress the finalisation of the 13/14 contract. Members were invited to contact Shaun Drummond to discuss any matters relating to the contract negotiations or ABF.

S Leeder extended congratulations to the Chief Executive and the Executive team on behalf of the Board for their efforts to turn around the financial performance of the District over the past twelve months.

RESOLVED: to provide progress on the 13/14 contract negotiations at the July Board meeting.

6.1.2 WSLHD Community Engagement Framework: Advice provided under the Action Log.

New matter: D O'Halloran referred to the Mt Druitt HealthOne Evaluation (tabled) as a successful partnership initiative with the Medicare Local and proposed the evaluation be held over for discussion at a future Board meeting.

RESOLVED: to list the Mt Druitt HealthOne evaluation for discussion at a future Board meeting

Close

There being no further business, the meeting closed at 7.30pm. Members were reminded there is a staff/Board meet and greet prior to the next Board meeting at Cumberland on 9 July 2013, 4-5pm.

Signed: _____ (Stephen Leeder, Chair)

