

## SUMMARY OF MINUTES

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

No. 2014/38

Date: Tuesday, 10 June 2014

Venue: Mt DrUITT Hospital

# Minutes

Present: Stephen Leeder (Chair), Kathy Baker, Abby Bloom, Jeremy Chapman, Paul Gibson.  
Hadia Mukhtar, Di O'Halloran, Andrew Pesce

Ex officio: Shaun Drummond, Peter Klineberg, Carrie Marr, Danny O'Connor

Secretariat: Michelle Wensley

Observers: Rachel Dimech and Chrissie Crawford from the Corporate Governance and Risk Management Unit, NSW Ministry of Health.

#### **Item 1 Welcome and Leave of Absence**

Acknowledgement to Country.

Leave of Absence: Jane Spring Dea Thiele Peter Zelas (Deputy Chair).

#### **Item 2 Declarations of Changes in Material Circumstances**

*Discussion:* The Chair requested members to disclose any changes in material circumstances. K Baker advised her role as a Technical Advisor - Northern Beaches Hospital for the period June - August 2014

*Action and decision:* Noted and to be managed as relevant.

#### **Item 3.1 Presentation – Maureen Fitzpatrick & Deanne Turner (WSLHD Planning Unit)**

*Discussion:* Ms Maureen Fitzpatrick, Director, Health Services Planning & Development WSLHD and Ms Deanne Turner, Director, Clinical Strategy & Redevelopment WSLHD co-presented with D O'Connor and S Drummond on progress with capital planning processes for the District. Members discussed the cross-district approach to planning and role delineation across facilities, governance arrangements

Members were advised the Westmead Clinical Services Plan (CSP) is being scoped with a 2026 planning horizon and is being revised through a 'bottom up' approach of 40+ unit/service level CSPs prior to July, and will be followed by Divisional CSPs and a final draft completed in September 2014. In parallel, the Westmead Precinct Masterplan was completed and now work is focussed on building up the staged Business Cases for Treasury by September 2014 and December 2014.

Members acknowledged the challenges including how to ensure the organisation focuses on the future and emerging models of care and service rather than resolving current issues, and ensuring our staff and community understand and support the future vision of service provision across WSLHD. The proposed timetable for reporting Asset Strategic Plan (ASP) Priorities to the Board was considered and endorsed.

*Action and decisions:*

*Members:*

- *Endorsed the 2014 proposed timetable for reporting Asset Strategic Plan (ASP) activities to the Board*
- *Noted progress with service and capital planning for Westmead.*
- *Advised on governance matters raised in the presentation.*
- *Endorsed uploading Volume 1 and Volume 11 of the original functional brief for the Westmead project.*
- *Endorsed a Board member site visit to a comprehensive care centre at Westmead (possibly renal) prior to the next Board meeting on 8 July 2014.*

**Item 4 Business Arising**

**4.1 Correspondence**

*Discussion:* The Chair confirmed members had read correspondence received or distributed from 1 April – 6 May 2014.

*Action and decision:* Members noted the correspondence.

**Item 5 Minutes of Previous Meeting**

**Item 5.1 Acceptance of Minutes**

*Discussion:* The minutes were accepted as a true record of the 13 May 2014 meeting.

*Action and decision:* Motion carried.

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

*Discussion:* The Chair requested updates from members on the progress of actions listed in the *Register Of Actions* from the 13 May 2014 meeting.

*Actions and decisions:* Members noted the progress of actions.

**Item 6 Standing Agenda Items – Reports**

**6.1 Chair's report**

*Discussion:*

- *Congratulations* were extended to:

Professor Jeremy Chapman on his recognition as the World No.1 in kidney transplantation reported extensively in the media over the weekend.

Queen's Birthday Honour Recipients announced on 9 June 2014:

- Professor Tania Sorrell, AM. For significant service to medicine and the community as an infectious diseases researcher and adviser;
- Emeritus Professor John Miles Little AM. For distinguished service to medicine through the development and promotion of public policy on medical values, ethics and law;

- Fairy Sparkle, Children's Ambassador. For service to children as a volunteer hospital visitor (and built a fairy sparkle garden at Mt Druitt);
- Mrs Sheila Veronica Clough. *Posthumously* awarded for service to the community, particularly as a hospital volunteer.

*Action and decision: Members noted the recipients of the awards.*

- *Medicare Locals: S Leeder invited D O'Halloran to speak to a tabled paper– Update on Medicare Local (ML) Budget Outcomes.* Members noted the potential and fundamental changes proposed for Medicare locals and expressed ongoing support of WentWest as critical to achieving Integrated Care within the context of the District emerging Clinical Service Plan.

Members endorsed the preparation of correspondence to the Hon. Peter Dutton, Federal Minister for Health and Minister for Sport, copied to the Hon Jillian Skinner, NSW Minister for Health and Minister for Medical Research. The letter would include a statement of our (WSLHD) expertise in healthcare provision and integrated care under the partnership model established with the ML, and a summary of ML/WSLHD activities in progress, including funding arrangements.

*Action and decision: Motion carried to prepare a letter to Minister Dutton.*

- *Board Member Nominations for Reappointment:* Expressions of Interest (EOI) were completed by five Board members whose appointments expire in December 2014 and were submitted to the Minister on 23 May 2014.
- *NSW Community Cabinet visit - Western Sydney on 2 June 2014 at Parramatta RSL.* The Chief Executive and members of the Executive team attended with The Hon. Jillian Skinner Minister and The Hon. Jai Rowell, Minister for Mental Health in attendance representing the health portfolio. Members were advised minimal matters were raised in relation to health services in western Sydney.
- *New Rotating Board member - Professor Rob Denniss, Chair, Medical Staff Council, Blacktown and Mount Druitt hospitals.* Members were advised Professor Rob Denniss has replaced Dr Michael Datyner as the Chair, Medical Staff Council, Blacktown and Mount Druitt Hospitals. Professor Denniss will rotate onto the Board from August as an *ex-officio* member following on from Peter Klineberg who will rotate off the Board.
- *18-19 June 2014: NOUS 2 day workshop – Governing Board Education Session.* Attending members will be invited to provide feedback on workshop.
- *20 June 2014 Annual LHD Board Members Conference.* Attending members will be invited to provide feedback on the conference.

*Action and decision: The Chair's report was noted.*

## **Item 6.2 Chief Executive Report**

*Action and decision: The Chief Executive's report was noted.*

## **Item 6.2A Financial Performance**

*Discussion:* The Board commended the efforts of all staff to reduce activity to improve financial performance (as evidenced in the Finance pack (Agenda item 5.4.1))

*Action and decision: Noted.*

## **Item 6.2B WH&S/OHS**

*Discussion:* Members noted the reduction in claims spent for workplace injury in the District and requested a letter forwarded by the Board to the Manager and team of the WSLHD Risk Management Unit to

congratulate the team on the significant claim reduction for workplace injury

*Action and decision: Letter to be forwarded to the Manager, WSLHD Risk Management Unit.*

**Item 6.3                    Quality and Safety**

Discussion: C Marr presented the Quality and Safety Report to members noting the planning for the 2014 Quality Awards and the Annual Public Meeting, progress toward implementation of the electronic medication management system, and the development of the clinical information dashboard.

*Action and decision: Noted.*

**Item 6.4                    Reports- WSLHD Board Sub committees/ Other Reports**

Health Care Quality Committee: K Baker acknowledged the efforts of Ms Marr to achieving solid foundations for quality and safety in the District following commencement into the position in December 2013, and thanked D O'Connor for leadership and support of the Health Care Quality Committee.

*Action and decision: Noted.*

There being no further business, the meeting closed at 7.45pm

Signed: 

(Stephen Leeder, Chair)