

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

No. 2017/68

Date: Tuesday, 14 March 2017

Venue: Seminar Room C & D

The Westmead Institute for Medical Research (WIMR)

# Minutes

Present:	Richard Alcock (Board Chair), Jeremy Chapman (Deputy Chair), Kathy Baker, Narelle Bell, Andrew Bernard, Elizabeth Crouch, Michael Edye, Don Nutbeam, Di O'Halloran, Jane Spring, Bruce Turner.
Ex officio:	Danny O'Connor, Andrew Newton, Joanne Edwards, Natalie McDonald.
Teleconference:	Nil
Secretariat:	Neeli Sharma / Michelle Wensley
Invited:	Beth Kotze, Executive Director, Mental Health Services, WSLHD (presenter)
Meeting commenced:	4.30pm
Quorum:	A quorum was met.

### Item 1 Welcome and Leave of Absence

Introductory remarks from the Chair.

The meeting was opened and members welcomed to the second board meeting of 2017. The meeting was preceded by two Board events: a bus tour of Cumberland from 2.30-3.30pm for Board members, and a Board-hosted staff Meet and Greet from 3.30-4.15pm at the Patient Activity Recreation Centre (PARC).

The Chair provided positive feedback following his attendance at three recent events. These were the *2017 Australian Healthcare Week Conference* at Darling Harbour on 8 March 2017 where the Chief Executive presented; the Hon. Minister Greg Hunt, Federal Minister for Health visit to Westmead Hospital on 9 March 2017 which included a presentation from the, Director, Strategic Business Development & Commercial Services WSLHD; and the Westmead Medical Staff Council Meeting held on the 9 March 2017.

The Chair noted the presentations were very well received and have been included with the Board Pack under "New Business" for the information of members. The Deputy Chair extended an open invitation to members to attend the general Westmead and/or Blacktown Mount Druitt Medical Staff Council Meetings.

The Chair of the Westmead Medical Staff Clinical Council has accepted the invitation to join the Board as ex-officio MSC from July-December 2017.

The Chair advised the Agenda had been amended to include a 5 minute discussion under Agenda item 11 “New Business” to incorporate member feedback on *NSW Health Statutory Governed Boards Training Program*.

Leave of Absence: Andrew Pesce.

## 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: Members NOTED no declarations of changes in material circumstances.*

## Item 3 Strategy (Invited speaker)

### Item 3.1 Board Orientation on Mental Health

Discussion: Members were referred to the report.

The Board was presented with an overview of the 350-bed mental health services provided from five WSLHD hospitals and a network of community health centres based at Cumberland, Westmead and Blacktown Mount Druitt Hospitals, and community mental health.

Board members discussed the impact of the Urban Growth Project and the Parramatta Light Rail announcement on mental health services.

Other matters discussed included the close relationship with the Primary Health Network (PHN) and the long-standing historical relationship with Non-Government Organisations (NGOs) in the delivery of services; Clinical Service Planning and the work underway to revise the current staffing profile, skill mix and budget management in light of the pressure of the growing population in western Sydney.

*Action and decision: Report NOTED.*

*Action and decision: Send Letter of Appreciation on behalf of the Board to Executive Director, Mental Health for co-ordinating the site visit and the Board/ Staff Meet and Greet at Cumberland Mental Health Services.*

*Action and decision: The Chief Executive to communicate the impact of the Light Rail Announcement and other issues impacting on the delivery of Mental Health Services to the NSW Health Secretary.*

*Action and decision: Extend an invitation to visit Mental Health Services to the Hon. Brad Hazzard and the Hon. Tania Davies, Minister for Mental Health.*

### Item 3.2 Strategic Priorities – Progress Update

*Discussion:* Members were referred to the report.

The Board was updated on the progress of the Strategic Priorities over next 5-10 years and how the initiatives will be resourced and sustained. Each of the Strategic initiatives has involved comprehensive stakeholder and engagement review to ensure communication plans are in place and are at different levels of maturity. The District diabetes program is an example of an initiative advancing well with the strong engagement of internal and external partners.

Communication tools developed to support implementation include a video. A matrix for key performance indicators are currently being finalised to report on progress at a future Board meeting.

*Action and decision:* Report NOTED.

**Item 4 Business Arising**

**Item 5 Correspondence**

*Discussion:* Members were referred to the correspondence report.

*Action and decision:* Correspondence NOTED.

**Item 6 Acceptance of Minutes**

The minutes were accepted as a true record of the 14 February 2017 Board meeting.

*Action and decision:* Minutes accepted

**Item 7 Register of Actions from the Meeting**

*Discussion:* Members were referred to the Register of Actions.

*Action and decision:* Register NOTED.

**Item 8 Chair and Deputy Chair Report**

*Discussion:* Members were referred to the report.

The Board acknowledged the 2017 Australia Day Awards presented to Western Sydney

Members were advised an informal evaluation of the 14 February and 14 March 2017 Board Meetings will be provided by Group 1 at the 11 April 2017 Board meeting.

*Action and decision: Report NOTED.*

*Action and decision: Submit a proposal to the Board on WSLHD recognition of significant contributions of staff and/or gratitude to staff, for example, Australia Day nominations.*

## Item 9 Chief Executive Report

*Discussion:* Members were referred to the *Operations and Assurance Report* (January 2017)

### **Summary of Performance Exceptions and ETP**

Members were referred to the ETP Narrative on pp 12-16 of the report requested at the February Board meeting.

Members were advised the District continues to experience growth in patient presentations to emergency departments with an 8.6% activity increase.

The significant uplift in ED presentations is continuing with 25% classified as emergency cases requiring treatment within 10 minutes. The Board noted that patients have higher acuity (are sicker) however are being treated appropriately, staying for a shorter period of time, and not being re-admitted.

Members discussed patient acuity for the District and comparative performance to our peer health facilities.

The Hon. Minister Brad Hazzard and Glen King from the Department of Premier and Cabinet recently visited Westmead and were appraised of ED activity and performance in the context of the district being one of the fastest growing areas in NSW, noting the population is expected to increase by 13% by 2020.

Members discussed the importance of the Auditor-General being provided with the context of district performance to assist with the preparation of future reports. Members agreed that the Auditor-General be invited to visit the District to showcase capabilities and highlight the challenges with performance.

Westmead Hospital was commended on the successful Rethink your drink initiative.

*Action and decision: Report NOTED.*

*Action and decision: Invite the Auditor-General, Ms Margaret Crawford to visit the WSLHD to showcase District capabilities and highlight the challenges which is important when the NSW Audit Office prepares any future performance reports.*

### **Safety and Quality**

Key points:

- The Electronic Medication Management System (eMEDS) commenced at Blacktown Hospital on 28 February 2017 to replacing paper medication charts to reduce drug errors and improve medication compliance. The implementation has been successful to date, noting Blacktown has been declared by E-Health to be most digitally-enabled hospital aside from Children's Hospital at Westmead.
- Members requested additional contextual information for the quality and safety reports would be of value. The Bureau of Health Information (BHI) reports were discussed as an example where information on District performance was compared with peers, trends and lessons learned from review of the data would assist members.

The Board Chair referred members to the draft WSLHD draft HCQC Terms of Reference (TOR) (Agenda Item 10.5) and invited members to comment in the context of the Safety and Quality Report.

*Action and decision: Report NOTED.*

*Action and decision: Provide feedback to the Chief Executive on the draft Terms of Reference advising on proposed Board membership and requesting advice on technical matters.*

*Action and decision: Invite the, incoming Chair, HCQC to the 11 April 2017 Board meeting to provide an overview of the HCQC.*

*Action and decision: Provide a copy of the presentation from Professor Phil Harris (Chair, South West Sydney LHD) to the Council of Board Chairs meeting in December 2016 on SWSLD Board Approach to The Governance of Patient Safety and Clinical Quality to the WSLHD Board Working group (Risk) convened as an action from the 14 February Board meeting.*

#### **Finance – Resources/ Budget Planning FY 2017/2018 )**

*Discussion:* Members were referred to the report.

*Action and decision: Report NOTED.*

#### **9.2 External Compliance Reporting and Accountability Report**

*Discussion:* Members were referred to the report.

*Action and decision: Report NOTED.*

#### **9.3 Strategy Report**

*Discussion:* Members were referred to the report.

*Action and decision: Report NOTED.*

#### **9.4 Policy Report**

*Discussion:* Members were referred to the report.

*Action and decision: Report NOTED.*

### **Item 10 Committees of the Board**

Members were referred to the reports.

*Action and decision: Report NOTED.*

### **Item 11 New Business**

Members were referred to the report.

Members were advised:

- As previously noted, Mr Trevos Danos will be presenting to the 11 April Board 2017 meeting in capacity as Interim Chair to NSW Social Impact Investment Expert Advisory Group.
- The change of venue for the 8 August 2017 Board meeting to Mount Druitt to allow the 12 September Board meeting to be held at the University of Sydney.

*Action and decision Report NOTED.*

## Item 12 Appendices

Members were referred to the Appendices.

*Action and decision Appendices noted.*

## Business Without Notice

Members noted the usefulness of cover sheets which provide high level analysis and high level risks for all agenda items for the information of members.

## Next Meeting

The next meeting of the 2017 WSLHD Board is scheduled Tuesday, 11 April 2017, 4.30pm-7pm at WIMR.

## Close

The meeting closed at 7.30pm.