

SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2015/48

Date: Tuesday, 12 May 2015

Venue: Conference Room 3+4, Level 5, Auburn Hospital

Minutes

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

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

Secretariat: Sara Currie

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Jane Spring, Paul Gibson

Item 2 Declarations of Changes in Material Circumstances

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

Action and decision: Noted

Presentation Work Health and Safety (WHS) - Education Session 2

Ms Kim Paull, Manager Risk Management Unit and Mr Angus Rennie, Manager Work Health and Safety provided members with an update on the current hot spots and focus areas for WHS in the WSLHD.

B Turner noted the increase in workplace bullying. K Paull advised this was being monitored, trends reviewed and further training is being provided to managers to address bullying within the workplace.

D O'Connor conveyed congratulations to the WHS team noting the significant achievement for the Workers Compensation Hindsight Adjustments over a period of 4 years.

Action and decision: Send a formal letter of congratulations to the Risk Management Unit in recognition of consistently high performance.

Presentation Finance Performance and Assets Committee

Mr Andrew Bernard, Chair, Finance Performance and Assets (FPA) Committee and Ms Natalie McDonald, Executive Director Finance, WSLHD provided members with an update on the Committee. Members were

informed VMO expense, NEAT, NEST, timeliness of results and coding backlog are the focus areas for the FPA. The Terms of Reference are under review to ensure they reflect the program of work for the Committee. D O'Connor thanked A Bernard and N McDonald on behalf of the Board, acknowledging their contribution during the short time they have both been on the committee.

Action and decision: Presentation NOTED.

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

D O'Connor referred members to the report.

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 8 April 2015 to 4 May 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 14 April 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

Action and decision: Report NOTED.

Item 6.1.1 Sydney Health Partners Progress Report

Discussion: Members were referred to the report

S Leeder informed members a planning meeting facilitated by Norman Swan was scheduled for 13 May 2015 to discuss governance, strategic intent and the way forward for the collaborative.

Action and decision: Report NOTED

Item 6.2 Chief Executive Report

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

- *Cumberland Hospital Review* Members were advised there is a continuing dialogue with the Ministry regarding the challenges. Members requested to be updated on a monthly basis on progress to address the mental health challenges.

Action and decision: Monthly update to be provided to the board on Mental Health

- *Ministry of Health Capacity Assessment Project:* B Turner and D O'Halloran were thanked for attending the board session with members of the Capacity Assessment Project team during the site visit on 6 May 2015.
- *BHI Emergency Department patient Survey Results:* D O'Connor indicated an action plan is being developed to address the issues highlighted in the results.
- *Health Share Executive Steering Committee (ESC) Report:* D O'Connor tabled without notice the report which provides a summary of the status of the progress of the redevelopment work in the district. Members noted the report and requested updates be provided on a monthly basis.

Action and decision: ESC summary reports to be included in board papers.

- *Surgical Performance:* D O'Connor tabled without notice a report highlighting WSLHD Surgical Performance against the other districts within NSW Health. Members were informed WSLHD is currently the highest performer in this area. Members requested formal congratulations be forward to the surgery services taskforce acknowledging their performance.

Action and decision: Formal congratulations from the Board to be sent to the WSLHD Surgery Stream Taskforce in recognition of consistently high performance.

- *Integrated Care:* D O'Connor advised members the Ministry considers the WSLHD Integrated Care Demonstrator Project as a strong initiative. D O'Halloran raised the inclusion of community health and social services and the importance of building into the model of care. S Leeder noted the comments and recommended the discussion be continued external to the board meeting with relevant executive.

Action and decision Meeting to be convened with Board Chair, Chief Executive WSLHD, Board Chair PHN to discuss matters related to Integrated Care Demonstrator Project.

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.

Action and decision: Report NOTED.

Item 6.2.3 Quality and Safety

Discussion: C Marr referred members to the report.

Members discussed the proposal to change the structure of the APM and Quality Awards from 2016 into two separate events. These are currently held as one event to celebrate the achievements of our staff. Ms Marr was requested to provide a further update at the July Board meeting.

Action and decision: APM/Quality Awards scheduling update to be provided at the July Board Meeting.

Item 6.2.4 Emergency Treatment Performance – Westmead Hospital and Blacktown Mount Druitt

Members were referred to the report.

D O'Connor informed members improving emergency department performance continues to be a high priority noting the significant challenges with bed capacity and patient flow across the district. The Ministry Whole of Hospital Program team is now at Westmead Hospital and progress will be reported to the June Board meeting.

Action and decision: Report NOTED.

Item 6.3 Board Committee Reports/ Other Reports

Members were referred to the report.

S Leeder notified members that the Research and Education Committee oral presentation scheduled for the June board meeting would include a proposal to the board to split the committee into two committees for Research Development and Education and Training.

Action and Decision: Proposal to split the current Research and Education Committee to be submitted to the June Board meeting.

Item 7.0 Appendices

Appendices noted.

Item 8.0 Next Meeting


The next meeting is scheduled for Tuesday 9 June 2015 from 4.30pm – 7.00pm at Westmead Hospital.

Item 9.0 Close

P Zelas informed members on the recent passing of Ms Indira Wijetunga. P Zelas spoke of the extraordinary contribution Indira had made to the Local Health District and the people of Western Sydney.

Action and Decision: Board Condolences to be sent to family of Indira Wijetunga, staff member who recently passed away.

There being no further business, the meeting closed at 6.35pm.

Signed:  (Jane Spring, A/Board Chair)