

## SUMMARY OF MINUTES

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

No. 2015/47

Date: Tuesday, 14 April 2015

Venue: Conference Room, Westmead Executive Office, Level 2, E Block, Westmead

## Minutes

Present: Stephen Leeder, Peter Zelas, Kathy Baker, Di O'Halloran, Andrew Pesce, Jane Spring, Bruce Turner, Jeremy Chapman, Paul Gibson

Ex officio: Joanne Edwards (for Andrew Newton), Danny O'Connor

Invited to attend: Sue-Anne Redmond, Peter Landau

Secretariat: Sara Currie

### Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Hadia Haikal-Mukhtar, Peter Klineberg, Andrew Newton, Carrie Marr, Dea Thiele

### Item 2 Declarations of Changes in Material Circumstances

*Discussion:* The Chair requested members to disclose any changes in material circumstances. J Spring advised she has commenced in a new role at the Department of Trade & Investment as the Executive Director, Business Services.

*Action and decision:* Noted

### Report NEAT Performance - WSLHD Directors of Emergency Departments

Dr Reza Ali, Director, Emergency Department at Blacktown Mount Druitt advised members significant work is being done to improve NEAT performance noting the whole service needs requires to be involved in the solution and significant cultural change is required to take ownership of the issue. The recent Ministry of Health Whole of Hospital Program diagnostic at Blacktown has provided the evidence for the need to change, has increased the awareness of the issue noting this will require clinical leadership changing historical management practices within the Emergency Department, consultant rounds on the weekend and after hours and working toward a 24x7 health service.

Dr Matthew Vukasovic Director, Emergency Department at Westmead, Jo Edwards (Acting General Manager, Westmead) and Peter Landau, Head of Department, Westmead discussed issues hindering performance including theatre scheduling, rostering and bed occupancy and education of junior medical staff on discharge planning. Recent efforts to improve NEAT performance have included discussions with Heads of Department focusing on accountability, visiting other LHDs to review local models to improve NEAT performance.

Members discussed the roles and responsibilities of the Clinical Councils, Medical Staff Councils and the Westmead Clinical Board in the context of improving performance and achieving a clinician-led organisation. D O'Connor agreed to facilitate a review and would meet with the Councils and Clinical Board to discuss roles, function, Terms of Reference and membership.

*Action and decision: Chief Executive to meet with Clinical Councils/ Medical Staff Councils to discuss roles and responsibilities of the Councils in the context of improving performance.*

*Action and decision: A progress report on NEAT Performance to be added as an agenda item for May – August 2015 Board meetings. (BMDH to submit Action Plan)*

### **Item 3.1 Report – WSLHD Planning and Development Progress Report – Particle Therapy**

*Action and decision: Presentation NOTED.*

#### **Item 4 Business Arising**

##### **4.1 Correspondence**

*Discussion:* The Chair confirmed members had read correspondence received or distributed from to 4 March 2015 to 7 April 2015.

*Action and decision: Correspondence NOTED*

#### **Item 5 Minutes of Previous Meeting**

##### **Item 5.1 Acceptance of Minutes**

*Discussion:* D O'Halloran asked for amendment to Item 6.2a. "Report Noted" to be amended to reflect the Board request to continue to receive information on progress of initiatives to improve NEAT performance.

The minutes were accepted as a true record of the 10 March 2015 meeting with the amendment.

*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 and attached papers.

*Sydney Health Partners:* Members were updated on the recent endorsement of the Sydney Health Partners submission to the National Health Research Translation Centre to be recognised as an Advanced Health Research Translation Centre. The submission was only one of four to be recognised and is a significant achievement with next steps to confirm governance arrangements. Members requested an update for the May Board meeting.

*Action and decision: Sydney Health Partners to be added as an agenda item for May board meeting.*

*Board training:* Members who attended the NOUS Group board training session were invited to provide an

update on key lessons learned at the two day board program.

*Action and decision: Members who attended NOUS Group board training session to submit three actionable insights from the program for discussion at next meeting.*

Future Leaders: Progress of the initiatives from the Future Leaders program was discussed and members agreed an update to be provided to future Board meetings.

*Action and decision: Progress of the initiatives from the Future Leaders program to be provided to future Board meetings).*

*Action and decision: Report NOTED.*

## **Item 6.2 Chief Executive Report**

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

- *WSLHD Asset Strategic Plan:* Report noted. Members were advised discussions are continuing with Treasury on funding and the 5 priorities noted in the Plan may change pending future budget announcements.
- *Ministry of Health Capacity Assessment Project:* Members were advised the Capacity Assessment Project self-assessment survey results for the district had been released and will be followed up with a visit from the Ministry to Blacktown on 6 May 2015. The district epidemiology unit have been requested to review the methodology and the results which will be provided to the Board.
- *Review of Mental Health Services:* A progress report on the implementation of the recommendations noted the requirement to focus on changing to modernised and contemporary models of care. Members will remain apprised of progress.
- *Yoursay Survey:* Members discussed the low response rate and D O'Connor advised a robust communication strategy had been implemented to encourage staff to complete the survey.
- *Integrated Care:* Members discussed the significant progress of the District Integrated Care Demonstrator program. It was agreed a mapping process to reflect the linkages between community health and the Health One programs would be of benefit to the Board.

*Action and decision: Map the linkages between community health and the Health One programs for submission to the Board.*

*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:* K Baker referred members to the report.

*Action and decision:* Report **NOTED**

**Item 6.3 Board Subcommittee Reports/ Other Reports**

Members were referred to the report.

Members noted the proposed new reporting schedule for oral reports (rotating) to the Board and the template for submission of written reports by Chairs of the committees of the Board. The new arrangements would commence from the May 2015 Board meeting.

*Action and Decision:* New reporting requirements for committees of the Board to commence May 2015.

**Item 7.0 Appendices**


Appendices noted.

**Item 8.0 Next Meeting**

The next meeting is scheduled for Tuesday 12 May 2015 from 4.30pm – 7.00pm at Auburn Hospital to be preceded by a Board Staff Meet and Greet commencing from 3.30pm at Auburn Hospital.

**Item 9.0 Close**

There being no further business, the meeting closed at 7.40pm.

Signed:  (Stephen Leeder, Board Chair)