

SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

No. 2016/62

Date: Tuesday, 9 August 2016

Venue: Conference Room, Westmead Executive Office, E2,
Westmead Hospital

Minutes

Present: Stephen Leeder (Board Chair), Peter Zelas, Narelle Bell, Bruce Turner, Paul Gibson, Kathy Baker, Di O'Halloran, Andrew Pesce, Jane Spring, Jeremy Chapman.

Ex officio: Danny O'Connor, Andrew Newton, Michael Edye

Teleconference: Nil

Secretariat: Neeli Sharma

Invited: Paul McClintock, Chair, Sydney Health Partners; Andrew Bernard, Chair, Finance Performance and Assets Committee of the Board; Peter Landau, Clinical Director, Critical Care and Medical, Westmead Hospital

Meeting commenced: 4.30pm

Quorum: A quorum was met.

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Hadia Haikal-Mukhtar

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: K Baker declared she has been appointed as a professor at the University of Sydney.

Item 3.1 Presentation – Sydney Health Partners – Mr Paul McClintock

The Board noted the background paper tabled by the Chair on Sydney Health Partners (SHP) and introduced Paul McClintock, Chair, Sydney Health Partners who provided the Board a strategic overview SHP initiatives.

Key discussion points:

- Professor Don Nutbeam is the acting Chief Executive pending final recruitment.
- Ensuring commitment from WSLHD to future initiatives under the SHP.
- Leadership role and funding arrangements.
- SHP governance and reporting to the WSLHD Board through the Chief Executive.

Action and decision: Tabled report NOTED

Action and decision: Advise SHP Council that matters for consideration by WSLHD Board to be sent to WSLHD Chief Executive.

Action and decision: Request Terms of Reference for SHP Council for information of the Board.

Item 3.2 Oral Presentation – Finance, Performance and Asset (FPA) – A Bernard

Discussion: Members were referred to the report.

Andrew Bernard, Chair, FPA updated the Board on the progress of the Committee.

Key discussion points:

- Members noted feedback in relation to revenue targets, current budget, asset management and the Emergency Treatment Performance (ETP) for Westmead.
- The financial modelling at Blacktown provides a solid framework for tracking activity and congratulations are extended to Sue-Anne Redmond (General Manager) and Elizabeth Anderson (Director, Finance).

The Chief Executive advised members a number of strategies were underway to address the issues raised in the report including a presentation from the Chief Executive and the Director, Strategic Business Development & Commercial Services on the WSLHD Asset Strategic Plan scheduled for the September Board meeting. The Board thanked A Bernard for his contribution to the FPA Committee.

Action and decision: Report NOTED

Item 3.3 Presentation – ABM Portal Demonstration – A Newton and P Landau

P Landau, Clinical Director Critical Care and Medical, Westmead Hospital co-jointly with A Newton, General Manger, Westmead and Auburn Hospitals demonstrated the Activity Based Management (ABM) Portal tool which provides online cost and activity data to support clinical decision making.

Access will be arranged for Board members and the presenters will be available to answer any enquiries.

Action and decision: Demonstration NOTED

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Action and decision: Members to be provided with access to the ABM Portal and a copy of a report including brief analysis.

The Board thanked A Newton and P Landau for his contribution and time to demonstrate the portal.

Item 4 Business Arising

4.1 Correspondence

Discussion: Members were referred to the correspondence report.

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 12 July 2016 meeting.

Action and decision: Motion carried.

Item 5.1.1 Register of Actions from the Meeting

Discussion: Members were referred to the Register of Actions.

Regarding 6.2a Junior Medical Staff Harassment and Bullying, N Bell has reviewed documents from the Respectful Culture workshop and advised members the principles under which the WSLHD group to be convened to address local issues would not require any changes.

Action and decision: Register NOTED.

Item 6 Standing Agenda Items – Reports

6.1 Chair's report

Discussion: Members were referred to the report.

TABLED: Members noted tabled correspondence forwarded from Minister Skinner:

- Letter dated 7 July 2016 acknowledging A/Professor Dea Thiele's resignation
- Letter dated 27 July 2016 acknowledging correspondence received from the Chair in relation to the WSLHD Board refresh (previous action from the Board)

Action and decision: Report NOTED

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report. Members noted the tabled report providing an update

on WSLHD matters for the week commencing 1 August 2016 included the following governance issues:

- WSLHD Response to St Vincent's regarding the off-protocol prescription of chemotherapy drugs
- WSLHD Medical Gas Check – reported in detail under 6.2.7 in the Chief Executive's Report
- WSLHD Senior Medical Workforce Experiences Survey and First Annual AMA/ASMOF Senior Hospital Doctor Engagement Survey for NSW
- Yaralla and Cumberland Mental Health Services

6.2.2 District KPI Performance Emergency Treatment Performance: D O'Connor advised members of current issues in relation to the NSW Ambulance Services and the significant pressure on hospital General Managers managing ambulances at their respective facilities. An analysis of performance data was underway to validate information in relation to delayed offloads and to check any anomalies with the information being provided to the Ministry. D O'Connor noted patients are being methodically managed by the hospital despite issues raised in respect to ambulance activity. Members agreed to support the Chief Executive in escalating the matter to the Ministry.

Action and decision: Report NOTED.

Action and decision: Letter to be forwarded to CE NSW Ambulance and copied to Ministry (S Pearce).

6.2.3 Mental Health - Following a number of discussions with the Ministry, minor capital works are commencing to assist with mitigating patient and staff safety risks due to current infrastructure.

6.2.6 Westmead Economic Study Launch - 19 July 2016 by Minister Rob Stokes, NSW Minister for Planning. The Board noted the launch of the Economic Study was very successful, acknowledging the significant contribution from Leena Singh to finalise the publication.

Action and decision: Report NOTED.

Action and decision: Thank you letter to be forwarded to Leena Singh for her contribution to the finalisation of the Economic Study final report.

TAB A: Planning for the Future Report

Attachment 6 – WSLHD Asset Strategic Plan (ASP) 2016-2026 - members noted the Chief Executive and Leena Singh will present the ASP to the Board on 13 September 2016.

Action and decision: Report NOTED

Item 6.2.1 Financial Performance Report

Members were referred to the report.

D O'Connor advised members TMF incorporating 2016 adjustments will be incorporated into last year's results across the State. Members will remain apprised of progress.

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

Members were referred to the report.

Action and decision: Report NOTED.

Item 6.3 Committees of the Board

Members were referred to the report.

Action and decision: Report NOTED.

Item 7.0 Appendices

Members were referred to the Appendices.

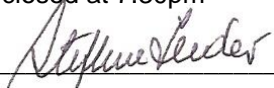
Action and decision: Appendices noted.

Item 8.0 Next Meeting

The next board meeting is scheduled for Tuesday 13 September 2016, Meeting Room, Level 7, New Clinical Building, Blacktown. The meeting will be preceded by Staff Meet and Greet from 3.30 – 4.30pm, Community Gathering Area, Hospital Street, Eastern Entrance, Blacktown Hospital.

Item 9.0 Close

The meeting closed at 7.30pm

Signed:  _____

(Stephen Leeder, Board Chair)