

Meeting of the Board of the Western Sydney Local Health District

No. 2015/55

Date: Tuesday, 8 December 2015

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

Minutes

Present: Bruce Turner (Acting Chair), Narelle Bell, Paul Gibson, Hadia Haikal-Mukhtar, Andrew Pesce, Jane Spring, Peter Zelas (on teleconference for Sam Sangster presentation).

Ex officio: Robert Denniss, Andrew Newton, Danny O'Connor

Invited Presenters: Sam Sangster, Chief Executive Health Infrastructure and Leena Singh, Director, Strategic Business Development & Commercial Services, WSLHD

Secretariat: Sara Currie

Meeting commenced: 4.30pm

Quorum: A quorum was met. The A/Chair requested members to note that due to the 2 hour presentation from Sam Sangster, the meeting would be extended by 15 minutes to accommodate discussion on standing Agenda items as required.

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Dea Thiele, Jeremy Chapman, Stephen Leeder, Diana O'Halloran.

The A/Chair congratulated A Newton on behalf of the board on his appointment to the role of General Manager Westmead and Auburn Hospitals.

Thanks were extended on behalf of the board to R Denniss as this was his final meeting as an ex-officio board member representing the Medical Staff Council.

Action and decision: NOTED

Item 2 Declarations of Changes in Material Circumstances

Discussion: No declarations of changes in material circumstances.

Action and decision: Noted

Item 3.1 Presentation – Development in western Sydney

S Sangster commenced the presentation with an overview of the function of Health Infrastructure and his role as Chief Executive overseeing capital redevelopment programs in NSW.

Discussion:

Light Rail: Following the announcement by the NSW Government on 8 December 2015 on the light rail line from Westmead to Homebush to Parramatta, members were shown a video depicting the potential route of the line. Currently only one in three trains stop at Westmead and the light rail line from Parramatta to Westmead would need to be faster than the current rail service to maximise public use.

Action and decision: Members to be sent link to You Tube video of light rail announcement.

WSLHD Projects: As previously advised additional funds of \$400M have been allocated to build new areas in Stage 2 of the BMDH project. Work on the Westmead redevelopment commenced with the construction of the Westmead Executive offices in E2 which co-locates Westmead executive and clinical staff. \$72M has been allocated to the new car park for Westmead. The demolition of Marsden is almost complete and work on the Emergency Short Stay unit is underway.

Action and decision: NOTED

Rouse Hill: Members were informed further planning for the proposed Rouse Hill facility would occur in the first half of 2016 to determine what type of services would be provided at the facility. Based on 2014 population data, a significant amount of people in this area have private health insurance which may influence planning. L Singh confirmed health service planning process is underway to review the logical expenditure of funds into networked services for the district.

Action and decision: NOTED

Clinical Services Plan: P Zelas proposed providing clinicians with an opportunity to review other capital development programs in progress. D O'Connor advised there are opportunities for this to occur confirming ongoing engagement with clinicians was critical to the clinical services planning process.

Action and decision: NOTED

Arts Taskforce: S Sangster advised of the important role of the "Arts" to the community which is now been factored into Statewide redevelopment programs and used in 'way finding' strategies for hospitals, using Wollongong Hospital as an example.

Action and decision: NOTED

Lismore Hospital: S Sangster advised a full investigation is underway to determine the cause of the incident at Lismore Hospital where scaffolding collapsed into the maternity unit during a severe storm. Site safety is paramount to both Health Infrastructure and NSW Health noting between 2,500-3,000 site staff expected to be at work on the Westmead Redevelopment. The lessons learned from the Lismore incident and responses to worksite incidents at Blacktown Mount Druitt will be communicated as part of the redevelopment.

Action and decision: Communication to be broadcast throughout the district on the site safety celebrating the safety success at BMDH and also using the learning's from the Lismore incident as an example of the importance of site safety.

Ophthalmology: Members provided feedback from staff attending the Board Staff Christmas Function regarding Ophthalmology services at Westmead Hospital and potential relocation to Rouse Hill.

Action and decision: Communication to be sent out to relevant staff regarding the proposed changes to Ophthalmology services at WSLHD in the context of planning for Rouse Hill.

Mr Sangster and Ms Singh were thanked for their attendance and presentation to the board and left the meeting at 6.30pm.

Item 4 Business Arising

4.1 Correspondence

Discussion: The A/Chair confirmed members had read correspondence received or distributed from 4 November 2015 to 1 December 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 10 November 2015 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.

Junior Medical Staff Harassment and Bullying: N Bell provided an update on the meeting held on 4 December with representatives of the board, senior medical executives and Liz Broderick. Three points discussed to ensure the successful management of bullying is: zero tolerance, no victimisation of individuals who speak up, and confirming action will be taken. Currently Liz Broderick does not have the capacity to assist WSLHD however has provided the details of an experienced colleague who will be included in a proposal to progress the initiative.

Action and decision: *Proposal to be submitted for review and endorsement at a future board meeting.*

Action and decision: *Register NOTED.*

Item 6 Standing Agenda Items – Reports

6.1 Acting Chair's report

Discussion: Members were referred to the report. The A/Chair mentioned that planning is underway for the next Board self-assessment.

Action and decision: *Report NOTED.*

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report.

Cumberland Hospital: D O'Connor confirmed a change program had commenced for mental health services following consultation with the Ministry and industrial bodies following the outcomes of a number of reviews and changes at leadership level. The change program was communicated to staff at a forum at Cumberland on 4 December 2015 with a further forum planned for the first quarter of 2016. Members would be apprised of progress with the change program.

Action and decision: *NOTED*

Emergency Treatment Performance: Blacktown Hospital has demonstrated measurable improvement in this area with Westmead Hospital still underperforming. The General Managers continue to address clinical leadership issues in consultation with the Chief Executive.

Action and decision: NOTED

Action and decision: Report NOTED

Item 6.2.1 Financial Performance Report

D O'Connor tabled a report from the Finance, Performance and Assets committee meeting held 8 December which provides more recent financial information (previously the finance report was reported retrospectively by one month). Of note, the WSLHD is performing 10% under the activity target with further review of un-coded NWAU underway which may correct the activity target.

Action and decision: Report NOTED

Item 6.2.2 WH&S/OHS – QUARTERLY REPORT – Due February 2016

Next report due February 2016.

Item 6.2.3 Quality and Safety

Members were referred to the report.

Action and decision: Report NOTED

Item 6.2.4 WSLHD Strategic Plan

Members were referred to the strategic plan noting this is the close out of reporting against the current plan. ETP remains the outstanding risk to the district as referred to in the Chief Executive report. The new reporting framework would be submitted to the board in the first quarter of 2016.

Action and decision: Report NOTED.

Action and decision: The new Strategic Plan reporting framework to be submitted to the board in the first quarter of 2016.

Item 6.3 Board Committees

Members were referred to the report.

Discussion:

- Health Care Quality Committee (HCQC) K Baker, Chair informed members of concerns regarding the relationship between the Intensive Care Unit and the High Dependency Unit. A Newton confirmed management were aware of these concerns and a Director, Intensive Care Services position is under recruitment to lead both units and to address any concerns raised with the HCQC which will be monitoring progress and reporting back to the board in February.
- Aboriginal Health Services Committee: Further work is underway with the Chair, D Thiele and SA Redmond to review the Terms of Reference (TOR) and the Membership. D Thiele is scheduled to present an update to the board at the February 2016 meeting. B Turner emphasised the importance of including within the TOR, state strategies related to the Aboriginal workforce

targets, “Close the Gap” initiatives, and boosting the proportion ATSI people in senior leadership roles.

- Audit and Risk Committee: The final Risk Appetite is scheduled for submission to the board in early 2016.

Action and decision: HCQC to report progress back to the board meeting in February in relation to Intensive Care Unit and the High Dependency Unit at Westmead.

Action and decision: Aboriginal Health: Revised Terms of Reference and membership to be submitted to the February 2016 board meeting.

Action and decision ARC: Final Risk Appetite document scheduled for submission to the board early 2016.

Item 6.3.1 Board Committee Oral Report – Finance Performance and Assets Committee

Members were referred to the written report from the Chair, A Bernard.

Action and decision Report NOTED

Item 6.3.2 Board Committee – Education and Training Committee

Following the resignation of the former Chair, Ms Carrie Marr in October 2015, members endorsed the appointment of Professor Rufus Clarke as the new Chair.

Action and decision ENDORSED

Item 7.0 Appendices

Action and decision Appendices noted.

Item 8.0 Next Meeting

The next board meeting is scheduled for Tuesday 9 February 2016 4.30pm – 7pm in the Conference Room, E2, **Westmead Executive Office, Westmead Hospital**.

Item 9.0 Close

There being no further business, the meeting closed at 7.05pm.

Signed:  _____

(Bruce Turner, Acting Board Chair)