

Meeting of the Board of the Western Sydney Local Health District
No. 2015/54
Date: Tuesday, 10 November 2015
Venue: Conference Room, Level 1, Mount Drutt Hospital, Mount
Drutt

Minutes

Present: Stephen Leeder (Chair), Narelle Bell, Jeremy Chapman, Paul Gibson, Hadia Haikal-Mukhtar, Bruce Turner, Peter Zelas (Deputy Chair), Diana O'Halloran, Andrew Pesce, Jane Spring

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

Invited: Alison Starr, Acting Executive Director Organisational Effectiveness

Secretariat: Sara Currie

Meeting commenced: 4.30pm

Quorum: A quorum was met

Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Kathy Baker, Dea Thiele

Item 2 Declarations of Changes in Material Circumstances

Discussion: Andrew Newton advised he is an applicant for the General Manager, Westmead and Auburn Hospital position.

Action and decision: NOTED

Item 3.1 Planning for the Future – Major Capital Works Update

Discussion: Discussed under the Chief Executive Report (6.2).

Item 4 Business Arising

4.1 Correspondence

Discussion: The Chair tabled ministerial correspondence received from Minister Skinner in response to the Chair's letter to the Minister regarding Board members term of appointment. The Minister indicated this would be included on a future agenda for the Council of Board Chairs meeting.

The Chair confirmed members had read correspondence received or distributed from 7 October 2015 to 3 November 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 13 October 2015 meeting.

Action and decision: *Motion carried.*

Item 5.1.1 Register of Actions from the Meeting

Discussion: Members were referred to the action log.

WSLHD Capital Redevelopment: D O'Halloran tabled a report on general practitioner (GP) engagement in the precinct planning and a background paper on the NSW Health–PHN engagement forum held on 30 October 2015. D O'Connor advised this was well supported by all groups present at the forum and there was a sense of commitment from all parties.

Action and decision: *Noted*

Syrian Refugees: P Zelas tabled an email for member's information from Dr Mitchell Smith, Director NSW Refugee Health Service providing an overview of the NSW Government Immigration and Settlement Planning Committee meeting held in November.

Action and decision: *Noted*

Junior Medical Staff Harassment and Bullying: J Chapman advised members that a meeting with Liz Broderick has been scheduled for 4 December 2015, and members will be provided with a progress report following the meeting.

Action and decision: *Noted*

Action and decision: *Register NOTED.*

Item 6 Standing Agenda Items – Reports

6.1 Chair's report

Discussion: Members were referred to the report. Of note, progress is underway to re-convene the Aboriginal Health Services Committee in early 2016. R Denniss indicated that access to transport to the health clinics may be an issue for the community.

Action and decision: *R Denniss to discuss community transport concerns with Sue-Anne Redmond General Manager Blacktown Mount Druitt Health and Executive Sponsor for Aboriginal Health Services.*

Action and decision: *Report NOTED.*

Item 6.2 Chief Executive Report

Discussion: Members were referred to the report.

Item 3.1 Planning for the future:

Parramatta North Urban Transformation: D O'Connor advised there was still no announcement from the Government on the Parramatta North Urban Transformation project, noting staff consultation is occurring as information is confirmed.

Action and decision: Noted

Rouse Hill: The Government has requested Health Infrastructure prepare a 'market sounding' document on Rouse Hill. O'Connell Planning has been engaged to assist WSLHD and Health Infrastructure with planning for health service in the context of other health facilities in western Sydney.

Action and decision: Noted

Stage 2 BMDH: The timeline for the business case being prepared by Health Infrastructure is by the end of 2015. After a challenging start the project team is now back on track to have this completed on time.

Action and decision: Noted

Stage 1 BMDH: Some components of Stage 1 have not met expected timeframes. The handover will be completed on time however some outstanding items will be added to the defects list.

Action and decision: Noted

Westmead Early Works: AW Edwards has been engaged for the contract for the early works and the demolition of Marsden is almost complete. B Turner noted signage to support the community with navigation around the hospital is an important issue for the Westmead redevelopment program.

Action and decision: Advice to be provided back to the board on way finding strategies for the District redevelopment program.

Item 6.2.1 WSLHD Emergency Department performance:

D O'Connor advised members that WSLHD continues to significantly under-perform in emergency departments with Blacktown and Westmead the worst performers in NSW due to the failure of patient flow processes. The board noted the poor emergency department performance and strongly supports the Chief Executive in his action on this matter.

Urgent and immediate action from the Chief Executive was requested by members to remediate identified leadership deficiencies and to provide a progress report on strategies to improve ED performance at the next meeting.

Action and decision: Immediate action to be undertaken by the Chief Executive and a progress report to be submitted for future Board meetings.

Item 6.2.6 Yaralla Review:

D O'Connor advised members the final report on the investigation into Yaralla had now been completed.

Decision: The board supports the Chief Executive with addressing the recommendations as a matter of urgency. The board requests a progress report at future meetings.

Action: N Bell and B Turner to review report and provide advice back to the Chief Executive.

Action and decision: Report NOTED

Item 6.2a Junior Medical Staff Harassment and Bullying

Matter discussed earlier under agenda item 5.1.1.

Item 6.2.1 Financial Performance Report

Members were referred to the report.

D O'Connor confirmed the changes for 2016 Finance Performance and Assets Committee meeting dates that will enable more current data and financial results reporting to the board. D O'Connor tabled the FPA report indicating that activity and performance targets were tracking at 10-12% below target.

Action and decision: Report NOTED

Item 6.2.2 WH&S/OHS – QUARTERLY REPORT

Members were referred to the report.

Discussion: D O'Connor referred members to current treatment plan for the management of asbestos in the District

Action and decision: Report NOTED

Item 6.2.3 Quality and Safety

Members were referred to the report.

Discussion: Members discussed the poor performance of staff who have had a performance review in the period July 15 – June 16. A Starr advised currently they are recorded individually in Stafflink so collectively it is displaying a poor result.

Action and decision: Metric to be included in future report that shows the progress made in staff who have had a performance review KPI.

Action and decision: Copy of Aboriginal Workforce Plan to be circulated to members out of session.

Action and decision: Report NOTED

Item 6.2.3a WSLHD Workforce Strategic Plan

Members were referred to the strategic plan.

Discussion: Members agreed further work required on the draft to reflect the vision for the future workforce of WSLHD, and the document may be better re-drafted as a strategic intent document. D O'Connor noted the Board comments and agreed to review the document in consultation with the WSLHD Executive team.

Action and decision: D O'Connor to review the report in the context of the comments from members.

Action and decision: Report NOTED

Item 6.3 Board Committees

Action and decision: Report NOTED

Item 6.3.1 Board Committee Oral Report – Audit and Risk Committee

B Turner, Chair, Audit and Risk Committee provided members with an update on the committee advising current risks are being managed appropriately. D O'Connor thanked Mr Turner for his ongoing stewardship of the Audit and Risk Committee which is operating very effectively, and ongoing support to the board.

Action and decision Report NOTED

Item 7.0 Appendices

Action and decision Appendices noted.

Item 8.0 New Business – Innovation Hub

S Leeder invited J Spring to review the current paper on the Innovation Hub for any recommendations on the best use for the funding available to WSLHD.

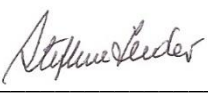
Action and decision: Summary information on Innovation Hub to be forwarded to J Spring for review.

Item 9.0 Next Meeting

The next Board meeting is scheduled for Tuesday 8 December 4.30pm – 7pm in the Conference Room, Level 2, **Westmead Executive Office, Westmead Hospital**. To be preceded by a Board Hosted Christmas party from 3.30pm – 4.30pm in the Special Functions Room, Level 1, Education Block, Westmead Hospital.

Item 10.0 Close

There being no further business, the meeting closed at 7.00pm.

Signed:  _____

(Emeritus Professor Stephen Leeder, Board Chair)