



SUMMARY OF MINUTES

Meeting of the Board of the Western Sydney Local Health District

Date: Tuesday, 12 February 2013

Venue: Boardroom, Western Sydney Local Health District Office,
Institute Rd, Westmead Hospital Campus

Minutes

Present: Stephen Leeder (Chair), Peter Zelas (Deputy Chair), Kathy Baker, Abby Bloom, Jeremy Chapman, Paul Gibson, Peter Klineberg, Diana O'Halloran, Andrew Pesce, Hadia Mukhtar, Jane Spring, Dea Thiele.

Ex officio: Shaun Drummond, Tony Hickmott, Kim Hill, Danny O'Connor

Secretariat: Michelle Wensley.

The meeting opened at 5:20 pm.

Item 1 Welcome and Leave of Absence

Welcome to Peter Klineberg rotating to the Board with Michael Datyner and Shaun Drummond, newly appointed WSLHD Executive Director Operations and Westmead.

S Leeder also acknowledged the 13 February as the fifth anniversary of The Apology. D Thiele presented the Chair with a copy of the *Aboriginal Primary Health Care, 3rd Ed* and shared a meaningful overview of what The Apology had meant to her and to her community.

The Board plan to meet with members of the Aboriginal Medical Services (AMS) in 2013.

Item 2 Declarations of Changes in Material Circumstances

Professor Abby Bloom has resigned from the Board of Recovre effective 31 December 2012 and has accepted an appointment as a non-Executive Director of Sydney Water effective 9 January 2013.

Presentation: Finance Update (D O'Connor, Chief Executive and T Hickmott, Director Finance)

Key discussion points from the presentation:

- Areas of focus for the District were discussed including initiatives implemented under the Financial Management Improvement Strategy that are progressing well with migration to a new reporting system of key projects completed that are delivering on agreed metrics. The budget process for 2013/14 has commenced with a bottom up process and focuses on an evidence base linked to volume and activity targets.
- Local governance arrangements are three tiered, and comprise of an overarching committee with representation from the Ministry of Health, WSLHD Executive and board; (2) Roadmap Sponsors comprising WSLHD Executive to ensure roadblocks are addressed and oversees project implementation, and (3) Roadmap Owners responsible for operationalizing the roadmap and reporting.

Members acknowledged the update.

Item 3 Business Arising

3.1.1 Correspondence tabled. Correction to spelling of Mukhtar requested.

Item 4 Minutes of Previous Meeting

Item 4.1 Acceptance of Minutes

Item 4.1.1 Minutes of Meeting

The Minutes of the Meeting held 11 December 2012 were accepted as a true record of the meeting.

Item 4.2 Matters Arising from the Minutes

Nil.

Item 4.2.1 Action Log from the Meeting

The Action Log from 11 December 2012 meeting was tabled with status updates provided.

RESOLVED: Remove WSLHD Clinical Council (previously listed as Clinician Lead Group) from Action Log.

Item 5 Standing Agenda Items – Reports

Item 5.1 Chair's Report

The Chair's Report was noted. Key discussion points included:

- The District performance
- Board re-appointments Congratulations were extended to the re-appointed Board members announced by the Minister on 19 December 2012: Clinical Professor Jeremy Chapman OAM, Mr Paul Gibson MLA, Associate Professor Hadia Kaikal-Mukhtar, Dr Andrew Pesce, Ms Dea Thiele, and Associate Professor Peter Zelas.
- Board Annual Public Meeting (APM) – Date for 2013 Board members are invited to consider the timing for the 2013 APM which may be scheduled between July and December 2013. The APM is to be held at Auburn this year.
- Board Governance Statutory Governed Board Members Training Program – Strategic Planning Module has been confirmed for 12 March 2013.

- Board Seminar - Wednesday 10 and Thursday 11 April 2013.
- *Report of the Mid Staffordshire NHS Foundation Trust Public Inquiry* released on 6 February 2013 was tabled.
- Members requested site visits to District facilities be co-ordinated for 2013 to meet with staff, patient and their families.

RESOLVED: Board Seminar 10-11 April 2013 documentation to be provided prior to the March Board Meeting.

RESOLVED: Board site visits to WSLHD facilities to be co-ordinated.

RESOLVED: to accept the Report

Item 5.2 Chief Executive Report

The Chief Executive's Report was noted. Key points of discussion:

- An update on key Executive appointments.
- District performance: The newly established WSLHD Patient Access Strategy group will meet in February and will be supported by local re-design projects to deliver improved NEAT performance. For *National Elective Surgery Target (NEST)* the WSLHD has performed above target in each of the three elective surgery categories as at 31 December 2012.
- *Finance*: Reported under Agenda Item: *Presentation*.

RESOLVED: to accept the Report

Item 5.3 Board Sub-Committee Reports

Item 5.3.1 Board Sub-Committee - Health Care Quality Committee (HCQC) Report

K Baker requested Board endorsement for HCQC meetings be changed from monthly to bimonthly commencing in April 2013 to allow sufficient time for discussion and strategy development for items on the HCQC workplan. Endorsed.

RESOLVED to accept the Report as tabled.

Item 5.3.2 Board Sub-Committee – Finance, Performance and Asset Management

The Report was noted.

RESOLVED to accept the Report as tabled.

Item 5.3.3 Board Sub-Committee - Medical and Dental Appointments Advisory Committee (MDAAC)

RESOLVED: to accept the Report as tabled.

Item 5.3.4 Board Sub-Committee – Research and Education

RESOLVED: to accept the Report as tabled.

Item 6 New Business

Item 6.1 Matters raised by Board Members

6.1. Matters raised by Board Members

S Leeder advised members that he would be attending a meeting at the Parramatta City Council on 19 February to discuss strategies to meet the current and future needs of the growing population of Western Sydney.

Close

There being no further business, the meeting closed at 7.30pm.

Signed:



(Stephen Leeder, Chair)