



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

No. 37  
Date: Tuesday, 8 April 2014  
Venue: Auburn Hospital

# Minutes

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

Ex officio: Shaun Drummond, Peter Klineberg,

Secretariat: Michelle Wensley

Note: Peter Zelas assumed acting Chair role at 7pm.

### Item 1 Welcome and Leave of Absence

Acknowledgement to Country.

Leave of Absence: Carrie Marr, Danny O'Connor

### Item 2 Declarations of Changes in Material Circumstances

*Discussion:* The Chair requested members to disclose any changes in material circumstances.

*Action and decision:* Nil declarations.

### Item 3 Presentation – Mr Mike Walsh, Acting Chief Executive HealthShare NSW.

*Discussion:* The Board Chair welcomed Mr Walsh who provided a high level overview of the activities of HealthShare NSW the largest public sector shared services model in Australia with an annual operating budget of more than \$1 billion.

Employees work in frontline roles directly supporting patients and people living with disability through the provision of food and linen services, and the supply of disability services and equipment through Enable NSW. Shared services include procurement and logistics including warehouses, human resource services such as payroll, employee support and recruitment, financial services, food, linen and hotel services, project management of corporate projects.

Matters discussed included measuring performance, pricing models in the ABF environment, customer engagement and current contractual arrangements and flexibility / options for tendering for services external to HealthShare and leave provisions. The future split of HealthShare into shared services and E-Health was also noted.

*Action and decision:* Convene meeting with HealthShare to discuss leave provisions currently creating variance on a month to month basis.

**Item 4 Business Arising**

**4.1 Correspondence**

*Discussion:* The Chair confirmed members had read correspondence received or distributed from 4 March 2014 to 1 April 2014.

*Action and decision:* Members noted the correspondence.

**Item 5 Minutes of Previous Meeting**

**Item 5.1 Acceptance of Minutes**

*Discussion:* The minutes were accepted as a true record of the 11 March 2014 meeting.

*Action and decision:* Motion carried.

**Item 5.1.1 Register of Actions from the Meeting**

*Discussion:* The Chair requested updates from members on the progress of actions listed in the *Register Of Actions* from the 11 March 2014 meeting.

*Actions and decisions:* Members noted the progress of actions.

**Item 6 Standing Agenda Items – Reports**

**6.1 Chair's report**

*Discussion:*

- Leave of Absence (LOA) for the Chief Executive was noted for 4-14 April 2014. Mr Shaun Drummond is acting Chief Executive.
- The district remains on performance level "2". The next quarterly performance meeting with the Ministry is scheduled for 7 May 2014.
- Members discussed Minister Skinner's funding commitment of \$120 million over four years to support Western NSW, Central Coast and Western Sydney LHDs to become Demonstrator Sites to implement integrated care models. Members endorsed the collaborative program of work underway with the Medicare local and requested further information on the structures planned or in place to support implementation of the program, including governance arrangements, funding agreements and project management responsibilities between the district and the Medicare Local.

*Action and decision:* Report progress of the WSLHD integrated care strategy at the 10 June 2014 Board meeting.

- Five LOAs have been requested for the 13 May 2014 Board meeting. The quorum for the meeting is attendance by 50% + 1 for the meeting to proceed. Remaining members indicated their availability to attend the May meeting at this point in time.
- The proposed Board Workshop to present the progress of district Capital Works, the Asset Strategic Plan and clinical services planning which was requested at the 11 March 2014 Board meeting was discussed. As it has not been possible to co-ordinate a date agreeable to all members, it was agreed a progress report or presentation would be listed for future Board Agenda items with one hour allocated to discussion. This will assist to ensure the Board is engaged in capital planning processes.

*Action and decision:* List progress report for WSLHD Capital Works, the Asset Strategic Plan and clinical

*services planning for future Board Agendas.*

- P Zelas and S Drummond participated in a briefing session for the State Health Plan on 1 April 2014 convened by Dr Rohan Hammett, Deputy Director General, Strategy and Resources.

*Action and decision:* The Chair's report was noted.

## **Item 6.2 Chief Executive Report**

*Discussion:* S Drummond tabled the report and raised the following matters for discussion.

- *14/15 Service Level Agreement negotiations with the Ministry of Health*

S Drummond tabled a paper on the progress of negotiations and the model for 14/15 Service Level Agreement. Members congratulated Mr Drummond on the progress of the 2014 negotiations and noted the opportunity for further detailed discussion on targets and plans that may not have been fully accounted for as part of the initial offer. The final offer will be reviewed in consultation with the Board after the activity target has been converted to funding.

*Action and decision:* The acting Chief Executive's report was noted.

## **Item 6.2A Financial Performance**

*Action and decision:* Discussed under the Chief Executive Report and noted.

## **Item 6.2B WH&S/OHS**

*Action and decision:* Not discussed.

## **Item 6.3 Quality and Safety (Board on Boards)**

*Action and decision:* Not discussed.

## **Item 6.4 Reports- WSLHD Board Sub committees/ Other Reports**

WSLHD Aboriginal Health Services Board Sub-Committee

D Thiele advised members that in response to the *NSW Aboriginal Health Plan 2013 - 2023*, the WSLHD Aboriginal Health Services Board Sub-Committee has developed a formal Partnership between WSLHD, the Western Sydney Medicare Local and their local Aboriginal Community Controlled Services. A copy of the Partnership was tabled. D Thiele thanked Hadia Mukhtar and Di O'Halloran for their contribution to the development of the document.

Members endorsed the document and delegated authority to the Board Chair to sign following minor amendments

The WSLHD Aboriginal Health Services Board Sub-Committee was congratulated on this significant achievement which will further strengthen the collaborative work under way in the district to improve the health of the aboriginal community.

*Action and decision:* That the Chair sign the Partnership document following minor amendments under authority delegated by the Board.

There being no further business, the meeting closed at 7.45pm

Signed: 

(Stephen Leeder, Chair)