

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

No. 2020/107

Date: Thursday 19 November, 2020

Venue: B2 Hub Meeting Rooms, Blacktown hospital

# Minutes

Present:	Richard Alcock (Chair) Narelle Bell Andrew Bernard Michael Edye Mick Reid Keith Hartman Jeremy Chapman (Deputy Chair) Loretta Di Mento Debra Thoms Diana O'Halloran Don Nutbeam
Ex Officio Invitees:	Graeme Loy, Chief Executive Emma McCahon, A/Executive Director Operations (A/EDO) Barry Mitrevski, Director of Finance (DoF) Tiffany Sly, Director, Office of the Chief Executive Caroline Farmer, Director, Nursing, Midwifery & Clinical Governance (DNMCG) Peter Hockey, A/Executive Director Medical Services (A/EDMS)
Medical Staff Council:	Mark Priestley (Chair, Westmead Medical Staff Council)
Invited Guests:	Braiden Abala, District Director, Aboriginal Health Strategy
Apologies:	Adam Stuart
Secretariat:	Joyce Semaan, Governance Officer, Office of the Chief Executive
Meeting commenced:	3:00pm
Quorum:	A quorum was met

## Item 1 PROCEDURAL ITEMS

### Item 1.1 Welcome and apologies

The Chair opened the meeting and welcomed all present.

### Item 1.2 Acknowledgement of Country

The Chair invited Narelle Bell to give the Acknowledgement of Country. Narelle acknowledged the Darug people, traditional owners of the land on which we meet and paid respects to Elders past, present and emerging. Narelle noted the new surgical and rehab hospital at metro north has set a target of 5% of its staff being First Nations peoples.

### Item 1.3 Declarations of Changes in Material Circumstances

Members were asked to declare:

- i. Conflicts of interest in relation to the agenda and
- ii. Changes in material circumstance.

*Action and decision: There were no declarations of interest or any changes in material circumstances.*

### Item 1.4 Minutes of October meeting

The Chair advised some minor amendments had been made to the minutes. No further comments from members.

*Action and decision: The amended minutes were accepted and taken as a true record of the meeting.*

### Item 1.5 Actions from previous meetings

Actions were reviewed and updated.

### Item 1.6 Patient Story

The DNMCG shared a story about a patient with a complicated social history who had a lengthy stay at Blacktown hospital while staff arranged the right accommodation and support for her in the community. The CE commented that it was one of the most challenging cases he had seen and it took some time to get the right arrangements with NDIA. The CE said this case illustrates the strength of our allied health team.

The Board agreed the case is a very good example of the capacity of the public health system and congratulated the team for their efforts.

*Action and decision: Members noted the information.*

## Item 2 PRESENTATIONS

### Item 2.1 Aboriginal Health Strategy

The District Director Aboriginal Health Strategy (DDAHS) presented on the work that has been done and is underway across the District.

There is a strong focus currently on building and upskilling the Aboriginal workforce.

*Action and decision: The Board noted the update.*

### Item 2.2 Culture Steering Committee Update

This presentation will be moved to the February 2021 Board meeting.

## Item 3 STANDING ITEMS

### Item 3.1 Chief Executive's Report

The CE's report was tabled with the meeting papers and taken as read.

The CE mentioned the good progress that is being made with JMO shifts.

There have been some positive meetings with senior clinicians at Blacktown hospital. The obstetrics theatre is up and running to allow quick access to emergency Caesars. Representatives from the WSLHD executive have met with the Nurses & Midwives Association to discuss their requests.

The Board noted the many conversations that are taking place to progress the Westmead Health Precinct and progress is being made.

*Action and decision: Members noted the report provided.*

### Item 3.2 COVID-19 Update

The report was tabled in the papers and taken as read. There was no further discussion on this.

*Action and decision: The Board noted the report provided.*

### Item 3.3 Mental Health Service Report

The report was tabled in the papers and taken as read.

*Action and decision: The Board noted the report provided.*

### **Item 3.4 Finance Report**

The Director of Finance (DoF) referred to the report which was tabled with the papers and taken as read.

*Action and decision: Members noted the report provided.*

### **Item 3.5 Operations Report**

The A/Executive Director Operations is shifting the role to be working more alongside the GMs with weekly meetings taking place.

*Action and decision: Members noted the report provided.*

### **Item 3.6 Clinical Governance Report**

A recent update on Westmead's accreditation preparation shows the significant progress the facility is making.

Mark Priestley noted the newly formed heads of medical departments are meeting weekly and discussing accreditation, performance reviews and mandatory training.

The District is working with PwC to develop a dashboard based on data in ims+. This is in the final stages of development.

*Action and decision: Members noted the report provided.*

### **Item 3.7 Integrated Care & Community Health Report**

The report was tabled in the papers and taken as read.

The new General Manager is performing well in her role. There is a lot of activity happening within Collaborative Commissioning and Hospital in the Home.

A lot of work is being done with Residential Aged Care Facilities, assessing staff skills and capacity, running education programs on infection control and how to respond to an outbreak.

*Action and decision: The Board noted the report provided.*

## **Item 4 NEW BUSINESS**

### **Item 4.1 Blacktown Hospital Obstetrics and Gynaecology Department**

Discussed in the feedback on Board facility tours (under other business).

Action and decision: *The Board noted the information.*

## Item 5 DOCUMENTS FOR ENDORSEMENT

### Item 5.1 WSLHD Audit & Risk Committee Charter 2020-21

The draft Audit & Risk Committee Charter was tabled with the meeting papers.

The Board reviewed the draft Charter and agreed to endorse the document.

Action and decision: *The Board voted to endorse the Audit & Risk Committee Charter 2020-21.*

### Item 5.2 WSLHD Clinical Governance Framework

The Clinical Governance Framework was reviewed by the Board as part of the Quality and Safety documentation.

Action and decision: *The Board endorsed the WSLHD Clinical Governance Framework.*

### Item 5.3 New proposed committee members

The Nominations Committee is seeking the Board's endorsement of the two potential appointments.

Action and decision: *The Board endorsed both nominations.*

### Item 5.4 Professional Education Committee TOR

The Terms of Reference were updated to comply with model by-laws relating to appointment of members.

Action and decision: *The Board endorsed the Professional Education Committee TOR.*

## Item 6 COMMITTEES OF THE BOARD

Various committee papers were tabled for noting. Some additional updates were provided.

## Item 7 ITEMS FOR NOTING ONLY

All items were noted.

## Item 8 OTHER BUSINESS

### **Blacktown Facility Tours**

The Board toured three areas of Blacktown hospital with an additional visit made to the Dialysis Unit. Each tour group shared their views.

*Action and decision: Write a letter to the staff to thank them and to acknowledge all their hard work.*

## Item 9 IN CAMERA

There was no in-camera session

### **Next meeting**

The next Board meeting is scheduled for 17 December at 1 Reserve Road, St Leonards and will be a joint meeting with the board of WentWest.

### **Close**

Meeting closed at 6:00 pm

Signed: \_\_\_\_\_  
Mr Richard Alcock AO, Board Chair