

Meeting of the Board of the Western Sydney Local Health District

No. 2020/106

Date: Thursday 15 October, 2020

Venue: Level 1 Executive Meeting Room & Skype for Business

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, Executive Director Medical Services (EDMS) Barry Mitrevski, Director of Finance (DoF) Tiffany Sly, Director, Office of the Chief Executive Caroline Farmer, Director, Nursing, Midwifery & Clinical Governance (DNMCG) Robynne Cooke, Executive Director Operations (EDO)
Medical Staff Council:	Mark Priestley (Chair, Westmead Medical Staff Council)
Invited Guests:	Matt Sydenham, A/Director Redevelopment & Infrastructure
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 Deputy Chair opened the meeting and welcomed members, ex-officio staff and guests.

Item 1.2 Acknowledgement of Country

The Deputy Chair acknowledged the traditional owners of the land on which we meet and paid respects to Elders past, present and emerging. The Deputy Chair extended respects to Aboriginal people joining us today.

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: Don Nutbeam will absent himself from the meeting for agenda item 4.1, Joint Venture. Mick Reid advised he has taken up the position as Chair of East Sydney Private Hospital. There is no connection with Westmead Hospital but the facility is owned by Medibank and clinicians. Diana O'Halloran advised she has joined the board of a GP Education and Training organisation. The Register of Interests will be updated accordingly.

Item 1.4 Minutes of August meeting

Members were invited to comment on the minutes.

Action and decision: There was a minor amendment to the minutes which has been updated accordingly and otherwise 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 compliment from a 43 year old patient who had attended Westmead ED and who wished to express his gratitude to all the staff for their kindness, professionalism and attentiveness during his stay.

The District does receive a lot of compliments from patients and visitors though they are not often shared with the Board.

Action and decision: Members noted the information.

Item 2 PRESENTATIONS

Item 2.1 Asset Strategy for the Westmead Nurses' Accommodation Site

The A/Director Redevelopment and Infrastructure gave a presentation on options for the Westmead Nurses' Accommodation Site.

Action and decision: The Board noted the update and endorsed the preferred option for the Westmead Nurses' Accommodation site.

Item 2.2 Precinct Governance Update

The CE gave a presentation on the Precinct governance structure.

The Board discussed the proposed Westmead Health and Innovation District WHID Governance structure that was in the presentation. The CE noted that the Westmead Health Precinct Steering Committee is delegating health core work to WSLHD and SCHN to drive that forward.

*Action and decision: Liaise with SCHN Board Secretariat for joint strategy day and board meeting in 2021.
Upload the current draft of the prospectus to Board convene.*

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.

WSLHD and SCHN have agreed on co-signing a heads of agreement which is a statement on how the two organisations will work together in the future.

The CEC has carried out a review of all maternity services at Blacktown, Auburn and Westmead. The District will establish a steering committee to work through the CEC recommendations.

The CE noted that strategic priorities in District executive portfolios is in the CE report, for board information.

The Executive Director Medical Services gave an update on discussions in relation to the JMO wellbeing survey and the progress of JMO welfare in the District.

Consultation has closed on the new network structure. The structure will be finalised by the end of October and will be provided to industrial bodies for final consultation.

Action and decision: Members noted the report provided.

Item 3.2 Mental Health Service Report

The CE referred to the report tabled in the papers and taken as read.

The Pathways to Community Living Initiative (PCLI) won an award in the District's Quality Awards and has been nominated for the Secretary's award and Premier's award. The initiative helped support patients from long term hospital residency, representing 594 years in hospital, into the community. The Board asked about the follow up with these patients who are now in the community. We stay in touch through community mental health and for remaining patients, the Ministry is partnering with the private sector to build PCLI accommodation for ongoing care.

Action and decision: The Board noted the report provided.

Item 3.3 Finance Report

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

Action and decision: Members noted the report provided.

Item 3.4 Operations Report

The Executive Director Operations referred to the report which was tabled with the papers.

Action and decision: Members noted the report provided.

Item 3.5 Clinical Governance Report

The Director Nursing, Midwifery & Clinical Governance referred to the report which was tabled with the papers.

Westmead ran a successful safety and quality workshop where senior clinicians and executive staff went through Hospital Associated Complications.

The District Quality Awards event went well, with many viewing online.

The Safety & Quality Account and attestation statement need to be endorsed by the Board at the upcoming Safety & Quality workshop.

The agenda for the Safety & Quality workshop is being finalised.

Action and decision: Members noted the report provided.

Item 4 NEW BUSINESS

Item 4.1 Joint Venture – Agreement and Lease

Professor Nutbeam left the meeting for the duration of this discussion.

The CE is finalising contractual agreements with the University of Sydney.

The joint venture describes how the Westmead Innovation Centre functions and the building management is how we use the assets. They are two separate documents

Action and decision: The Board noted the information.

Item 4.2 WSLHD COVID-19 Response Update

The CE noted that having a designated COVID-19 project manager has been important and being able to track activity and strong escalation pathways have been critical.

Pulling information together on the District's response was possible because all the information was available and has been recorded as we have progressed.

The Board congratulated the CE and District on the report.

Action and decision: The Board noted the information.

Item 4.3 WHS Legislation Update

A brief on this matter was tabled with the meeting papers.

Action and decision: The Board noted the information.

Item 5 DOCUMENTS FOR ENDORSEMENT

Item 5.1 CE statement of expectations

The draft CE statement of expectations was tabled with the meeting papers.

The Board requested that research and accreditation are included in the statement to which the CE agreed.

Action and decision: Update the CE Statement of Expectations to include research and accreditation.

Item 5.2 Board Strategy Day Communique

The two-page Board Strategy Day Communique was tabled with the meeting papers. No further comments were received.

Action and decision: The Board endorsed the Board Strategy Day Communique for distribution.

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

The Board acknowledged the resignation of Robynne Cooke, Executive Director Operations. The Board noted that Robynne has been a strong and valuable member of the Executive.

The Board wished Robynne the best of luck and thanked her for her outstanding contribution to Western Sydney.

Robynne thanked everyone for their support.

Item 9 IN CAMERA

The Chair asked that all persons other than members of the Board and the Secretariat leave the meeting for the in camera session.

Next meeting

The next Board meeting is scheduled for 19 November and will be at Blacktown Hospital and will start with a tour of parts of the facility.

Close

Meeting closed at 6:40 pm

Signed: _____
Mr Richard Alcock AO, Board Chair