

Meeting of the Board of the Western Sydney Local Health District

No. 2020/102

Date: Thursday 16 July, 2020

Venue: WECC & Skype for Business

Minutes

Present:	Richard Alcock (Chair) Narelle Bell Andrew Bernard Michael Edey Mick Reid Keith Hartman Jeremy Chapman (Deputy Chair) Loretta Di Mento Debra Thoms Diana O'Halloran Adam Stuart Don Nutbeam
Medical Staff Council:	Mark McLean (Chair, Blacktown and Mount Druitt)
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 Robynne Cooke, Executive Director Operations (EDO) Caroline Farmer, Director, Nursing, Midwifery & Clinical Governance (DNMCG)
Invited Guests:	Executive Director Major Projects, NSW Dept. Planning, Industry and Environment Head of Office Development, Charter Hall National Education Development Director, Charter Hall Health Management Intern, WSLHD
Apologies:	Mark Priestley (Chair, Westmead Medical Staff Council)
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 welcomed members and ex-officio attendees to the meeting. Apologies were received from Mark Priestley, Chair Westmead Medical Staff Council.

Item 1.2 Acknowledgement of Country

The Chair acknowledged the Barramattugal people of the Dharug nation and paid respects to Elders past, present and emerging.

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: No conflicts or changes were advised.

Item 1.4 Minutes of June meeting

Members were invited to comment on the minutes.

Action and decision: Minutes accepted and taken as a true record of the meeting.

Item 1.5 Actions from previous meetings

Health precinct governance structure update

Terms of Reference of the Parramatta North Program Steering committee were tabled with the Board papers.

Action and decision: This action can be closed.

Item 1.6 Patient Story

The DNMCG shared the story of an elderly patient who lives alone and is reliant on community care who was required to self-isolate. The Integrated Care & Community Health nurse who swabbed the patient went beyond the call of duty to make sure he was okay and that he continued receiving the services he needs.

Action and decision: Members noted the information.

Item 2 PRESENTATIONS

Item 2.1 Innovation Quarter

The Chief Executive introduced the two representatives from Charter Hall. Board Members introduced themselves. Charter Hall gave a presentation on the Innovation Quarter being built in the Westmead precinct.

Action and decision: The Board noted the information and thanked Charter Hall for the presentation.

Item 2.2 Parramatta North Project Steering Committee

The Chief Executive introduced the Executive Director Major Projects from NSW Department of Planning, Industry and Environment. Board Members introduced themselves. The Executive Director Major Projects shared his presentation with the Board.

Action and decision: The Board noted the information.

Item 2.3 Innovation Centre

The Chief Executive shared his presentation with the Board.

The Westmead Innovation Centre is a key component for connection with research institutions.

There is a Board subcommittee who will work with the executive and stakeholders over the next six months to get the Innovation Centre model up and running.

Action and decision: The Board noted the information and indicated support for Don representing the Board as member of the subcommittee.

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 invited questions from the Board.

The Aboriginal Health Advisory Council had its inaugural meeting in June. Initial members include the CE, Director of the OCE and District Director Aboriginal Health Strategy (DDAHS).

Action and decision: Members noted the report provided. The DDAHS will address a future meeting of the Board on the District's Aboriginal Health Strategy.

Item 3.2 Finance Report

The DoF referred to the report tabled in the papers.

The Interim Service Agreement must be signed by the Chair and CE and returned to MoH by 31 July 2020. The agreement was reviewed by the Audit & Risk Committee.

Action and decision: The Board delegates to Chair and CE to sign the Interim Service Agreement subject to 1) approval by the FP&A and 2) FP&A concluding they do not wish to reconvene a full meeting of the Board.

Item 3.3 Clinical Governance Report

The DNMCG referred to the Clinical Governance report that was tabled with the meeting papers.

The Board received an update on preparations for Westmead's accreditation.

Action and decision: Members noted the report provided.

Item 4 NEW BUSINESS

Item 4.1 REN – Update on Research

Refer to discussion under Item 6, Research Development Committee.

Item 4.2 Board Strategy Day Agenda

The draft agenda was circulated to the Board who have been invited to provide comment over the coming week.

Action and decision: The Board to send any feedback on the draft agenda to the Board Secretariat by 23 July 2020.

Item 5 OPERATIONAL REPORTS

Item 5.1 Operations Report

The EDO referred to the report that was tabled with the Board papers.

Action and decision: The Board noted the information.

Item 5.2 Mental Health Service Report

The report was tabled with the Board papers.

Action and decision: The Board noted the information.

Item 6 COMMITTEES OF THE BOARD

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

Action and decision: The Board noted the information.

Item 7 ITEMS FOR NOTING ONLY

The Allied Health Strategic Plan was held over to August meeting. All other items were noted.

Action and decision: The Board noted the information.

Item 8 OTHER BUSINESS

The Chair confirmed that Loretta Di Mento will commence as new Deputy Chair of the Board from 1 January 2021. Loretta will be an observer on FP&A to 31 December 2020 and will retire from the Audit & Risk Committee from that date. Loretta will be a member of FP&A in 2021 and HCQC in 2022.

The CE thanked the Executive for all that has been achieved in a challenging year. The CE noted that we would not have come through the COVID-19 pandemic as well as we have so far without a skilled Executive who have worked tirelessly.

Action and decision: The Board congratulated Loretta on her appointment and endorsed the CE's comments on the Executive.

Item 9 IN CAMERA

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

Next meeting

The next meeting is scheduled for 20 August 2020.

Close

Meeting closed at 6:30 pm

Signed: _____
Mr Richard Alcock AO, Board Chair