

Meeting of the Board of the Western Sydney Local Health District

No. 2013/30

Date: Tuesday, 10 September 2013

Venue: Mt Druitt Campus

Minutes

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

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

Secretariat: Michelle Wensley.

The meeting opened at 5:10 pm, following the staff meet and greet at Mt Druitt.

Item 1 Welcome and Leave of Absence

Welcome and Acknowledgement to Country.

Welcome to presenters: David Markwell, WSLHD IP Commercialisation Manager and Kingsley Ng, Director of Pharmacy, Westmead Hospital.

New Item: Patient Case (P Zelas and K Baker)

Following initial discussion on the introduction of patient cases to the Board Agenda, P Zelas and K Baker provided a patient case and the proposed framework for reporting patient cases to the Board. As requested at the meeting, the case was informed by a discussion with the newly appointed WSLHD Director of Clinical Governance, Ms Carrie Marr who formally commences with the District on 1 December 2013. K Baker confirmed Ms Marr would continue discussions with the Board about the purpose of the patient case and the role of the Board following her commencement, with a view to providing further advice at the December Board Meeting.

Presentation 1: Commercialising Research Achievements (David Markwell, IP/ Commercialisation Manager)

The presentation from Mr Markwell raised the Board's awareness of the importance and practice of IP & Commercialisation management within the District. Members supported the strategy and proposed further work to explore opportunities with key partners including the three universities, the Children's Hospital at Westmead, the Westmead Millennium Institute and NSW Pathology. Additionally, developing measures of success against key performance indicators would support the further success of the strategy. A Bloom agreed to further discussion with Mr Markwell following the Board meeting.

Presentation 2: WSLHD Cost of Medicines (Kingsley Ng, Director of Pharmacy, Westmead Hospital)

Mr Kingsley Ng provided members with an overview of medication management initiatives, the substantial expenditure against some drugs including cost containment strategies (including electronic dispensing) in the context of ensuring a high level of quality and safety. Members commended Mr Kingsley on his continuing efforts to manage and monitor the costs of medications within the district.

Item 2 Declarations of Changes in Material Circumstances

Nil.

Item 3 Business Arising

3.1.1 Correspondence was noted.

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 13 August 2013 were accepted.

Item 4.2 Matters Arising from the Minutes

Nil.

Item 4.2.1 Action Log from the Meeting

The Action Log from 13 August 2013 meeting was noted with status updates provided. H Mukhtar thanked Dr Kim Hill for correspondence related to her enquiry about paediatric services.

Item 5 Standing Agenda Items – Reports

5.1 Chair's report

The Chair's Report was noted.

Item 5.2 Chief Executive Report

The Chief Executive Report was noted.

Item 5.2.1.1 2013/14 Service Level Agreement. D O'Connor a response from the Director General to the matters raised by the Board remained pending as at 10 September 2013.

Item 5.2.1.6.3 Review Members noted the broader Westmead organisational realignments currently underway that included the development of clinical service plans and key performance indicators (KPIs) for individual Divisions. The plans were being developed in consultation with clinical directors, heads of

departments and the Westmead Clinical Board. The KPIs would focus on the provision of more effective and efficient services to the community including improving access to specialist services, access to clinics and also focus on post discharge support. D O'Connor and S Drummond agreed to provide progress on the development of the divisional clinical service plans and KPIs at the 8 October 2013 Board meeting.

Item 5.2.1.7.1 Draft Strategic Plan- Progress to finalisation of the Draft WSLHD Strategic Plan to be held over to the 8 October 2013 meeting.

Item 5.3 Board Sub-Committee Minutes / Reports tabled at Appendices 7.1

Item 5.3.1 Health Care Quality Committee (HCQC) (App. 7.1.2.2)

RESOLVED to accept the Report.

Item 5.3.2 Finance, Performance and Asset Management (App. 7.1.2.3)

RESOLVED to accept the report.

Item 5.3.3 Medical and Dental Appointments Advisory Committee (MDAAC) (App. 7.1.2.1)

RESOLVED: to accept the report.

Item 5.3.4 Research and Education (App. 7.1.2.5)

RESOLVED: to accept the report.

Item 5.3.4.5 Audit and Risk Management (App. 7.1.2.4)

RESOLVED: to accept the report.

Item 5.3.4.6 Aboriginal Health Services Sub Committee (App. 7.1.2.8)

RESOLVED: to accept the report.

Item 6 New Business

Item 6.1 Matters raised by Board Members

6.1.1 WSLHD Draft Strategic Plan Discussed under the Chief Executive Report (Item 5.2.1.1)

6.1.2 2012/13 WSLHD Corporate Governance Attestation Statement. D O'Connor apologised to members for the short turnaround time requested to review and endorse the Statement. A timeline for submission of the *2014 Statement* has been requested from the Director, Internal Audit in discussion with the Office of the Chief Executive to ensure there is sufficient time for Board review and endorsement prior to submission to the Ministry by 31 July 2014. Members will be provided with the timeline when available.

RESOLVED: Timeline to be developed for the finalisation of the *2014 Statement* to allow sufficient time for members to endorse prior to submission to the Ministry by 31 July 2014

Close

There being no further business, the meeting closed at 7.15pm.

Signed:



(Stephen Leeder, Chair)