

Meeting of the Board of the Western Sydney Local Health District

No. 2018/87

Date: Tuesday, 12 February 2019

Venue: Westmead Institute for Medical Research

Minutes

Present:	Richard Alcock (Chair) Jeremy Chapman (Deputy Chair) Diana O'Halloran Adam Stuart Narelle Bell Mick Reid Don Nutbeam Andrew Bernard Elizabeth Crouch Kathy Baker Michael Edye Andrew Pesce
Medical Staff Council:	Chris Liddle (Medical Staff Council Chair, Westmead)
Chief Executive:	Graeme Loy
Ex Officio Invitees:	Robynne Cooke, Jo Edwards, Brett Thompson, Barry Mitrevski
Invited Guests:	Allan Cook, Chair Audit and Risk Committee, WSLHD Grace Navin, Graduate Trainee ACHSM John Dillon, Graduate Trainee ACHSM
Apologies:	Mark McLean (Chair, Blacktown and Mount Druitt)
Secretariat:	Julia Millen
Meeting commenced:	3:00pm
Quorum:	A quorum was met

Item 1.1 Welcome

The Chair welcomed members, attendees and invited guests to the meeting of Tuesday, 12 February 2019.

Acknowledgement of Country

The Acknowledgement of Country was delivered.

Item 1.2 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.

Members provided updates in relation to changes in material circumstance.

Action and decision: Members noted the declarations provided. The Board Secretariat will update the register of interests to reflect all changes.

Item 1.3 Minutes of the meeting held on 11 December 2018

The Chair asked members to provide their feedback on the minutes for 11 December 2018.

Action and decision: Members endorsed the 11 December 2018 Board meeting minutes.

Item 1.4 Patient Story

The Executive Director Nursing & Midwifery and Clinical Governance (EDN&MCG) delivered the patient story for members to note.

Action and decision: The presentation was noted by members.

Item 2 Strategy

Item 2.1 Chief Executive's Priorities

The Chief Executive (CE) presented his vision for Western Sydney Local Health District to develop a unified district through setting new strategic direction, building a strong executive team, and focusing on governance throughout the District. The CE discussed key deliverables to achieve his vision.

Action and decision: Members noted their support for the Chief Executive's strategic vision.

Item 2.2 WSLHD Board Self Effectiveness Review Survey

The CE discussed the Board self effectiveness review survey results noting areas that performed well and highlighting areas for change and improvement. Members remarked on the pressure placed on the District executive to produce the monthly board meeting papers

Members noted the Chairs and CE's for NBMLHD, SWSLHD and WSLHD have arranged to meet quarterly, a joint executive workshop with NBMLHD, SWSLHD and WSLHD was held yesterday, the Chair and CE will meet 6 monthly with their WentWest PHN counterparts, and the CEC will facilitate a quality and safety workshop with the WSLHD Board.

Action and Decision: The report was noted by members.

Action: The Chief Executive will review the 2019 Board program and consider alternating regular meetings with strategic focus meetings.

Item 3 Business Arising

Item 3.1 Actions from meeting – 11 December 2018

Discussion: Members were referred to the Register of Actions to note updates in relation to the actions tabled, actioned and outstanding.

Action and decision: The register of actions and written updates were noted by members.

Item 4 Standing Items

Item 4.1 Chief Executive's Report

The CE noted the written report tabled at item 4.1 highlighting the appointment of the Director Redevelopment and Infrastructure. Members discussed the importance of interactions between WSLHD and the Children's Hospital Westmead regarding shared services and operational planning for the CASB.

Members noted several updates regarding the WSLHD executive team.

The CE noted he attended the Minister's announcement on 1 February regarding the location of the Rouse Hill Hospital development, on site at Windsor Road, Rouse Hill.

Action and decision: The report was noted by members.

Item 4.2 Safety and Quality Report

The EDN&M&CG noted the written report tabled at item 4.2. The EDN&M&CG discussed the District's preparation for the National Safety and Quality Health Service Standards 2nd Edition Accreditation Program in March 2019. Members noted Aboriginal Health will be reported as a separate item in relation to the accreditation program, and the incoming Director of Aboriginal Health WSLHD will work with Clinical Governance on accreditation.

Members noted the patient consumer experience information provided in the report. The EDN&M&CG noted the My Experience Survey Tool survey results are provided to clinical units for review and action, resulting in many projects across the District. The EDO noted the example of the administration staff boot camp project for ward clerks and clerical staff focusing on improving customer service and experience.

Action and decision: The report was noted by members.

Item 4.3 Operations Report

The EDO noted the written report tabled at item 4.3 and commented the Christmas plans through to January were well executed through the District. WSLHD, particularly Westmead, has been involved in the Ministry's response relating to music festivals. The Secretary NSW

Health acknowledged the great work of Westmead ED during the recent festival held at Parramatta Park.

Action and decision: The report was noted by members.

Item 4.4 Finance Report

The Director of Finance (DoF) discussed papers in the agenda referring to results for November and December 2018. A verbal report on January 2019 results was provided at the meeting.

Action and decision: The report was noted by members.

Item 4.5 Integrated Care and Community Support Report

The EDO noted the written report tabled and commented on the recent meeting with the Chief Executive, SilverChain to discuss community based palliative care.

Action and decision: The report was noted by members.

Item 5 New Business

Item 5.1 WSLHD eHealth NSW Westmead Redevelopment Project ICT Review

The CE provided a verbal update on the Westmead Precinct Redevelopment ICT program of work review completed by Grant Thornton.

Action and decision: The report was noted by members.

Item 6 Committees of the Board

The following sub-committees of the Board provided reports for the February 2019 meeting:

- Finance, Performance and Assets (FP&A)
- Nominations
- Health Care Quality
- Governance.

The CE recommended the Board members note the Medical and Dental Appointment Advisory Committee (MDAAC) will be re-aligned to become an operational committee making recommendations to the Chief Executive, and therefore no longer a sub-committee of the Board.

Action and decision: Members noted the re-alignment of the MDAAC and its establishment as an operational committee making recommendations to the Chief Executive.

Action and decision: The reports were noted by members.

Item 7 Items for Noting

The Chair referred members to the items for noting including the WSLHD Board calendar for 2019, record of meetings for the CE and Board Chair during January and February 2019 and

the correspondence received and posted in the Convene library for the period 1 December 2018 to 1 February 2019.

Action and decision: The items were noted by members.

Item 8 In Camera Session

The Chair introduced the In Camera session for members and the CE to attend. Board ex-officio invitees were excused from the meeting.

Next meeting

The next meeting of the WSLHD Board is scheduled on 12 March 2019.

Close

Meeting closed at 7:30pm

Signed: 

(Mr Richard Alcock AO, Board Chair)

