

Meeting of the Board of the Western Sydney Local Health District  
No. 2018/90  
Date: Tuesday, 14 May 2019  
Venue: Auburn Hospital

## Minutes

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|------------------------|--|
| Present:               | Richard Alcock (Chair)<br>Jeremy Chapman (Deputy Chair)<br>Diana O'Halloran<br>Adam Stuart<br>Narelle Bell<br>Don Nutbeam<br>Andrew Bernard<br>Kathy Baker<br>Michael Edye<br>Andrew Pesce<br>Mick Reid<br>Keith Hartman<br>Elizabeth Crouch   |
| Medical Staff Council: | Chris Liddle (Medical Staff Council Chair, Westmead)   |
| Chief Executive:       | Graeme Loy   |
| Ex Officio Invitees:   | Robynne Cooke, Executive Director Operations WSLHD<br>Barry Mitrevski, Director of Finance WSLHD   |
| Invited Guests:        | Allan Cook, Chair Audit and Risk Committee WSLHD<br>Jim Mitchell, Independent Member, Audit and Risk Committee WSLHD<br>Danielle Levis, acting Executive Director Nursing & Midwifery and Clinical Governance WSLHD<br>Beth Kotze, Executive Director Mental Health Service WSLHD<br>Grace Navin, ACHSM Intern |
| 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, 14 May 2019.

## Item 1.2 Acknowledgement of Country

The Acknowledgement of Country was delivered. A copy of the acknowledgement will be provided to members for information.

## 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: Members noted the Board Secretariat will update the register of interests.*

## Item 1.4 Patient Story

The acting Executive Director Nursing & Midwifery and Clinical Governance (a/EDNM&CG) read two recent patient stories received from consumers. The Chief Executive (CE) commented patient experience is the centre of everything we do, and the executive should focus on how to deliver this message throughout the organisation.

*Action and decision: The patient stories were noted by members.*

## Item 1.5 Minutes from meeting 12 March 2019

The Chair asked members to provide their feedback on the minutes for the 12 March 2019 Board meeting.

*Action and decision: The minutes were accepted as a true record of the 12 March 2019 meeting.*

## Item 1.6 Minutes from meeting 9 April 2019

The Chair asked members to provide their feedback on the minutes for the 9 April 2019 Board meeting.

*Action and decision: The minutes were accepted as a true record of the 9 April 2019 meeting.*

## Item 2 Strategy

### Item 2.1 WSLHD risks and mitigation strategies

The CE provided a comprehensive overview of WSLHD's organisational risks and the mitigation strategies in place. The CE advised regular risk updates will be provided to the board to ensure members are aware of Western Sydney LHDs risks and mitigation actions.

*Action and decision: The board noted the update provided.*

### Item 3 Standing Items

#### Item 3.1 Chief Executive's Report

The CE referred to his written report provided at item 3.1. The CE noted the Commonwealth Community Health and Hospital Program EOI. The CE discussed factors that will impact WSLHD integrated care strategy going forward and how current initiatives link with strategies being evolved by NSW Health. Members discussed the NSW Ministry of Health Integrated Care Conference (held on 4 and 5 April) noting a shift in thinking towards the future of integrated care and a move to a comprehensive approach to partnership and regional alliance contracting. Members commented on the need for movement at a commonwealth and state level around funding flexibility.

The CE discussed the Aboriginal health dashboard and toolkit noting the areas flagged for improvement by the Ministry. The CE commented WSLHD has the biggest urban population of Aboriginal people and noted the newly appointed Director Aboriginal Health Strategy will have a key role in identifying priority areas, preparing the governance framework and activities that will focus on improving health outcomes for our Aboriginal population. The Chief Executive noted the Director Aboriginal Health Strategy will be invited to the July 2019 board meeting to present on this item.

The CE discussed the breach report in relation to JMO safe working hours and the continuing engagement with stakeholders. The Chair requested an analysis of progress for setting 2019/20 stretch targets be brought to the board for review.

The CE discussed his meetings convened during the months of March and April 2019, and the board strategy day program for 11 June 2019, noting the draft agenda will be distributed to members on Friday 17 May for review and feedback.

*Action: Members noted the updates provided.*

#### Item 3.2 Finance Report

The Director of Finance provided an update on the financial results for April 2019 with papers provided for the information of the WSLHD Board.

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

#### Item 3.3 Safety & Quality Report

The a/EDNM&CG provided an overview of the April 2019 Safety and Quality report. The EDMS commented positively on the information provided on PASCAL metrics and the move toward a predictive preventative harm model for quality and safety.

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

### Item 3.4 Operations Report

The EDO noted the written report provided and commented on the access and flow performance, the focus on 24 hour waits, and the transfer of care for Westmead noting the executive has set up weekly meetings with ED to engage in this space. The inaugural district patient flow meeting was conducted to share information and work on district wide strategies.

The EDO commented on the success of the administrative professional development day held in April 2019, and the upcoming WSLHD Aboriginal maternity care workshop.

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

### Item 3.5 Mental Health Service Report

The CE discussed the written report provided in the Board papers.

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

### Item 4 Business Arising

#### Item 4.1 Actions from meeting 12 March and 9 April 2019

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

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

### Item 5 Board Sub-Committee Reports

#### Item 5.1 Committee Updates

Committee reports were tabled as follows:

- Finance Performance and Assets (FP&A) Committee
- Nominations Committee

The Chair Nominations Committee provided a verbal update on the Nominations Committee meeting held prior to the Board meeting on 14 May 2019. The Chair recommended the appointment of a candidate for membership of the WSLHD Audit & Risk Committee (ARC).

*Action and decision: Members ENDORSED the appointment of the candidate as an independent member of the WSLHD ARC.*

The Chair Nominations Committee noted the committee is broadly focussed on the recommendation (previously accepted by the WLSHD Board) regarding our aim to meet the NSW Premier's goal on representation of women in senior positions (on boards and otherwise). The Nominations Committee will report to the board in Q3 with recommendations for future WSLHD Board appointments.

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

## Item 6 Items for Noting

The Chair noted item 6.2 calendar of events and encouraged board representation.

The Chair noted item 6.3.1 record of meetings and asked members if there were any questions in relation to any of the meetings listed.

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

## Item 7 Other Business

The Chair referred to item 7.1 and commented on the farewell for Professor Chapman.

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

## 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 WSLHD Board annual strategy day is scheduled on 11 June 2019.

## Close

Meeting closed at 7:15pm

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