

## SUMMARY OF MINUTES

### Meeting of the Board of the Western Sydney Local Health District

Date: Tuesday, 14 August 2012

Time: 5pm to 7pm

Venue: Auburn Hospital

# Minutes

Present: Stephen Leeder (Chair), Peter Zelas (Deputy Chair), Michelle Wensley (Secretariat), Kathy Baker, Abby Bloom, Jeremy Chapman, Paul Gibson, Diana O'Halloran.

Amendment: Jane Spring, Andrew Pesce and Hadia Mukhtar also in attendance.

Ex officio: Michael Datyner, Kim Hill, Danny O'Connor.

The meeting opened at 5pm.

#### Item 1 Welcome and Apologies

Welcome to new member: Michael Datyner

Apologies: Dea Thiele.

#### Item 2 Declarations of Changes in Material Circumstances

Nil.

#### Presentation 1: Medicare Local – Joint Workplan

Di O'Halloran and invited speakers Walter Kmet and Louise Cowper presented the *Medicare Local / Western Sydney Local Health District Joint Workplan*. The high priority areas agreed to by both Boards in February 2012 were discussed and include child and family health, chronic and complex care, aged care Aboriginal health, mental health, and in addition to a number of cross-system priorities. Members discussed the joint plan and how health services might be delivered across sectors in the context of redesign initiatives, reviewing commonwealth and state policies. Good progress has been made in some areas and work is underway to ensure alignment of key performance indicators for both organisations within the *Workplan*.

Emerging priorities include dementia care, pain management (partnering with ACI) and diabetes. W Kmet advised how programs are delivered according to local need and degree of flexibility. Members agreed there needed to be a shared view of agreed way to deal with patients between the general practitioner and acute care measured through performance indicators and noted the importance of marketing the Medicare Local within the hospital environment. Strategic clarity supported by evidence is now required to support the Medicare Local Work. Ongoing consultation between the District and the Medicare Local will continue to further consider implementation, deliverables and measurement of performance.

PPT - TABLED

**Item 3 Business Arising**

3.1.1 Correspondence tabled.

**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 **10 July 2012** were accepted with no changes.

**Item 4.2 Matters Arising from the Minutes**

Nil.

**Item 4.2.1 Action Log from the Meeting**

Current status of the Action Items provided.

**Item 5 Standing Agenda Items – Reports**

**Item 5.1 Chair's Report**

The Chair's Report was noted.

Key discussion points from the Chair's Report included:

- The *2012/2013 WSLHD Service Agreement* with Ministry of Health discussed under Agenda Item 6.1.3.
- The process for release of the Expression of Interest (EOI) to fill the Board Vacancy and Board Mid Term Appointments expiring 31 December 2012 were discussed. The EOI was circulated on 1 August 2012 and closes 12 September 2012. All WSLHD Board members whose term expires on 31 December 2012 have submitted reappointment forms for consideration by the Minister.
- The WSLHD Director of Finance, Mr Bill Morfis, announced his resignation on 24 July 2012. An external agency has been engaged to co-ordinate recruitment to the position which closes on 14 September 2012. The Director of Clinical Governance second round advertising closes on 29 August 2012.

- Members noted a meeting with the Director-General to discuss statewide pathology services and the Westmead Clinical Services Plan Overview was confirmed for 5 September 2012. The meeting would be attended by the Chief Executive and Board Chair and a small group of Westmead clinicians.
- Members were advised the Minister, the Hon Jillian Skinner, would be hosting a metropolitan Community Forum on 26 September 2012 in Parramatta to update the community on the government's progress in the health portfolio and to listen to feedback from the community about the direction of health services in the District. Board members will be invited to attend.

## **Item 5.2 WSLHD Operational Performance Report – Chief Executive**

The Chief Executive's Report was noted. Key issues were discussed:

- *The 2012/2013 Service Agreement*  
The agreement was widely distributed and feedback incorporated into the final version and has been considered by the Finance Performance and Asset Management Committee. The main areas of focus are the non-admitted National Weighted Activity Unit (NWAU) volumes, Sub-acute and Non-Admitted Patients (SNAP) targets, mental health targets and finalisation of the efficiency improvement/turnaround program to address the underlying budgetary pressures expected to be finalised by the end of August 2012. This program has been subject to significant analysis by the District, Ernest & Young consultants and Ministry officials.

The Board agreed to endorse the agreement subject to resolving the four outstanding matters above in consultation with the Ministry. A letter is to be forwarded to the Ministry outlining the conditions for endorsement.

The Board requested that the District and Ministry maintain dialogue particularly on those matters that have the potential to exacerbate the current financial challenges of the District. For example, unplanned additional performance or activity requirements that may have budget implications will need consideration within the context of the current financial improvement strategy in progress.

**RESOLVED:** *Letter to be forwarded to the Ministry from the Board Chair and the Chief Executive endorsing the 2012 / 2013 Service Agreement pending resolution of outstanding matters and requesting continuing dialogue with the Ministry.*

## **Item 5.3 Board Sub-Committee Reports**

### **Item 5.3.1 Board Sub-Committee - Health Care Quality Committee (HCQC) Report**

The Report was noted.

**RESOLVED** *to accept the Report as tabled.*

### **Item 5.3.2 Board Sub-Committee – Finance, Performance and Asset Management**

The Report from the Executive Director of Finance was noted.

**RESOLVED** *to accept the Report as tabled.*

### **Item 5.3.3 Board Sub-Committee - Medical and Dental Appointments Advisory Committee (MDAAC)**

The MDAAC Report was noted.

**RESOLVED** *to accept the Report as tabled.*

#### Item 5.3.4 Board Sub-Committee - Research and Education Committee

The report from Director, Research and Education Network, Western Sydney LHD, was noted. S Leeder advised members of the new research office established in the Office of the Minister for Health under the direction of Dr Tony Penna who was recently appointed as the Executive Officer.

**RESOLVED** to accept the Report as tabled.

#### Item 5.3.5 Board Sub-Committee - Audit and Risk Management Committee

The minutes for the meeting held 4 June 2012 remain pending as the Committee meets on a quarterly basis.

### Item 6 New Business

#### Item 6.1 Matters raised by Board Members

##### 6.1.1 Strategic Plan – Progress.

K Hill advised members a staff consultation session on the draft Strategic Plan was included on the Program of the WSLHD Senior Leadership Forum on 28 August 2012 involving 100 senior managers and clinical leaders across WSLHD. Additional forums would be considered as part of the consultation process.

##### 6.1.2 12/13 WSLHD Service Agreement / Budget and Activity. Discussed under Agenda Item 5.2 Chief Executive report

##### 6.1.3 [Future Governance Arrangements for Children and Young People's Health Service in NSW](#)

K Hill provided a report on new governance arrangements and planning to progress paediatric matters with work commencing on a review of surgical services for children. The outcome will be the development of standards outlining safe and appropriate approaches to care within the current workforce and resource context. A Western Sydney LHD and Sydney Children's Hospitals Network collaboration has also been established supported by a service level agreement regarding PET scanning at Westmead Hospital with contribution to funding by Children's Hospital Westmead.

##### 6.1.4 WSLHD Clinical Council (*previously itemised as Clinician Lead Group – Recommendations for membership*)

K Hill referred to the draft Terms of Reference (TOR) and report developed under the context of the by-laws included in the papers. A draft membership list was tabled at the meeting. Following extensive discussion regarding the role, function, cross-representation, synergies with the Medicare Local and the focus the group, members agreed further work was required for discussion at a future meeting.

**RESOLVED** To hold WSLHD Clinical Council over for discussion at a future meeting.

### Close

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

Signed:



(Stephen Leeder, Chair)

