

Meeting of the Board of the Western Sydney Local Health District

No. 2021/114

Date: Thursday 15 July, 2021

Venue: Microsoft Teams

Minutes

Present: Richard Alcock (Chair)
Loretta Di Mento (Deputy Chair)
Michael Edye
Keith Hartman
Andrew Bernard
Don Nutbeam
Narelle Bell
Debra Thoms
Mick Reid

Ex Officio Invitees: Graeme Loy, Chief Executive
Barry Mitrevski, Director of Finance (DoF)
Tiffany Sly, Director Office of the Chief Executive

Medical Staff Council:

Invited Guests: Kira Hofer, Health Management Intern

Apologies:

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 opened the meeting and welcomed all present. The Chair noted the meeting would be a limited format this month, in the context of rapidly increasing covid activity in the District.

Item 1.2 Acknowledgement of Country

We acknowledge the Traditional Owners of the various lands on which the meeting is taking place and paid respects to Elders past, present and emerging.

Item 1.3 Declarations of Changes in Material Circumstances

No conflicts or changes in material circumstance were declared.

Item 1.4 Minutes of previous meetings

No feedback received.

Item 1.5 Actions from previous meetings

No outstanding actions.

Item 1.6 Patient Story

The patient story was held over to the following meeting.

Item 2 CHIEF EXECUTIVE'S REPORT

Item 2.1 Chief Executive's Report

The Chief Executive (CE) took the report as read with some highlights for further discussion.

The CE spoke about a number of matters, including culture transformation in the District and the Lighthouse Precinct governance, before providing an update on the COVID-19 situation.

Action and decision: The Board noted the update.

Item 3 PRESENTATIONS

Nil

Item 4 STANDING ITEMS

Item 4.1 COVID-19 Report

A report was tabled with the Board papers and taken as read.

Item 4.2 Mental Health Service Report

A report was tabled with the Board papers and taken as read.

Item 4.3 Executive Director Medical Services Report

A report was tabled with the Board papers and taken as read.

Item 4.4 Finance Report

A report was tabled with the Board papers and taken as read.

Item 4.5 Operations Report

A report was tabled with the Board papers and taken as read.

Item 4.6 Clinical Governance Report

A report was tabled with the Board papers and taken as read.

Item 5 NEW BUSINESS

No new business

Item 6 DOCUMENTS FOR ENDORSEMENT

Item 6.1 Board Member Reappointment Process

A draft reappointment process was tabled with the Board papers.

Item 6.2 Audit & Risk Committee Annual Report

The ARC annual report was tabled with the papers for noting. It provides a summary of activity in 2020.

Item 6.3 Updated Verification of Identity Documents

A brief on CE delegation around executing conveyancing transactions was tabled with the Board papers.

The brief tabled for the Board notes that every decision regarding the sign off of a lease will be put in a brief which requires approval by the chief executive. The finalisation of the conveyancing transaction will then be delegated to a member of the WSLHD Legal Services team.

The stipulation by the board in approving this delegation is that the member of the Legal Services team is legally qualified and a permanent staff member.

The individual must also be admitted as a legal practitioner.

Action and decision: The Board approved for the CE to sub delegate any member of the WSLHD Legal Services who is a permanent employee and an admitted legal practitioner, the authority to execute conveyancing transactions on behalf of the Chief Executive, which have first been approved by the Ministry of Health and the WSLHD Chief Executive.

Item 6.4 2021/22 Service Agreement

The District received the service agreement.

Action and decision: The final agreement with recommendations from the FPA be exhibited for Board review.

Item 7 COMMITTEES OF THE BOARD

Item 7.1 Audit and Risk Committee

Committee report tabled with meeting papers.

Item 7.2 Finance, Performance & Asset Management Committee

Committee report tabled with meeting papers.

Item 7.3 Health Care Quality Committee

No updates

Item 7.4 Nominations Committee

Committee report tabled with meeting papers.

Item 7.5 Research Development Committee

No updates

Item 7.6 Professional Education Committee

No updates

Item 8 ITEMS FOR NOTING ONLY

Item 8.1 Record of meetings for Board Chair and Deputy Chair

Noted

Item 8.2 Correspondence received & sent

Noted

Item 8.3 SafeWork NSW Improvement Notices

A verbal update was provided on some SafeWork improvement notices.

Item 9 OTHER BUSINESS

There was no other business.

Item 10 IN CAMERA

There was no in camera session.

Next meeting

The next Board meeting will be on Thursday 19 August, 2021.

Close

Meeting closed at 7:00 pm

Signed: _____



Mr Richard Alcock AO, Board Chair

