

Meeting of the Board of the Western Sydney Local Health District

No. 2021/117

Date: Thursday 21 October, 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  
Caroline Farmer, Director, Nursing, Midwifery & Clinical Governance (DNMCG)  
Emma McCahon, Executive Director Medical Services (EDMS)  
Alison Derrett, Executive Director Operations (EDO)  
Barry Mitrevski, Director of Finance (DoF)
- Medical Staff Council:** Dr Sally Greenaway, (Chair, Executive Medical Staff Council)
- Invited Guests:** Dr Brett Gardiner, WSLHD Clinical Network Director Sub-Acute & Ambulatory Medicine  
Dr Mark McLean, WSLHD Director of Research
- Apologies:** Nil
- Secretariat:** Sree Brahmapuram, Health Management Intern, Office of the Executive Director of Operations
- Meeting:** 3:00pm
- Quorum:** A quorum was met

## Item 1 PROCEDURAL ITEMS

### Item 1.1 Welcome and apologies

The Chief Executive opened the meeting and welcomed all present.

### Item 1.2 Acknowledgement of Country

The Chief Executive's Health Management Intern acknowledged 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

Members were asked to declare:

- i. Conflicts of interest in relation to the agenda; and
- ii. Changes in material circumstance.

*Action and decision:* Updates were made on behalf of M Reid and R Alcock for the Gifts and Benefits register.

### Item 1.4 Minutes of previous meetings

Minutes were accepted as a true and accurate record of the meeting.

### Item 1.5 Actions from previous meetings

**Letter of Thanks to Susan Pearce** – Completed. This action can be closed.

**Risk Appetite Statement** - The wording has been incorporated and the statement will be circulated offline to the Board members for endorsement next week - Completed. This action can be closed.

### Item 1.6 Patient Story

The Director of Nursing, Midwifery and Clinical Governance shared a story about a former employee from Westmead Hospital who was diagnosed with cancer. The patient recently passed away peacefully at home. The family shared their positive healthcare experience with Western Sydney Local Health District, particularly Parramatta Community Nursing team as well as the local palliative care team.

*Action and Decision:* The story was acknowledged as presented to the board.

## Item 2 CHIEF EXECUTIVE'S REPORT

### Item 2.1 Chief Executive's Report

The Chief Executive noted the district's focus is on implementing a transition from the active COVID-19 response into a business as usual model. The Board was informed the

Emergency Operations Committee (EOC) structures across the district will cease this week as COVID-19 case numbers have significantly reduced.

Qudos Bank Arena Vaccination Centre is scheduled to close on 7 November, with more than 360,000 vaccinations being provided in approximately 13 weeks.

*Action and Decision: Members noted the information.*

### Item 3 PRESENTATIONS

#### Item 3.1 Clinical Network Director, Subacute & Ambulatory Medicine

The Board Chair welcomed the Clinical Network Director (CND) of Subacute and Ambulatory Medicine, Dr Brett Gardiner to discuss current challenges and strengths of the portfolio.

*Action and Decision: The Board members thanked Dr. Brett Gardiner for the time given to present today.*

#### Item 3.2 Academic Plan – Professor Mark McLean

The Board Chair welcomed WSLHD's Executive Director of Research, Prof Mark McLean to provide an update on academic plan by boosting the academic workforce. This initiative will be guided by an advisory committee.

*Action and Decision: The Board members thanked Prof Mark McLean for the time given to present today.*

#### Item 3.3 Innovation Ecosystem

The Chief Executive provided an update on the innovation ecosystem. An overview of the Westmead Health and Innovation District, Westmead Health Precinct and Health Enterprise Zones was provided.

The Health Precinct's focus is on 4 key areas which includes, advanced therapeutics and precision medicine, advanced manufacturing and medical devices, big data and digital innovation, and clinical trials.

*Action and Decision: The Board noted the information.*

### Item 4 DOCUMENTS FOR ENDORSEMENT

#### Item 4.1 WSLHD Palliative Care Review – Final Report

The Chief Executive provided background on the WSLHD Palliative Care Review.

The report identified the WSLHD's strengths and challenges. There are 24 recommendations resulting from the review, which have all been endorsed by the district.

Sally Greenway informed the Board that around 4,500 patients pass away in the LHD every year.

It was estimated there will be approximately 10,000 patients per year requiring palliative care services in the LHD.

The Chief Executive advised that an overarching governance committee should be established. It was also noted that the recommendations will need to be prioritised. The dedicated palliative care unit at Westmead will require a business case and identified funding to be achieved.

*Action and Decision: The Board endorsed the recommendations.*

#### **Item 4.2 Health Care Quality Committee (HCQC) Terms of Reference**

Health Care Quality Committee (HCQC) has reviewed the Terms of Reference to incorporate any changes since the inception of Safety and Quality Committees across the LHD. Membership of HCQC includes 3 Board members.

*Action and Decision: The Board endorsed the HCQC Terms of Reference.*

### **Item 5 COMMITTEES OF THE BOARD**

#### **Item 5.1 Audit and Risk Committee**

The Deputy Board Chair provided an update on the Audit and Risk Committee. The Charter has been reviewed, which will be presented to the Board for final review and endorsement.

*Action and Decision: The Board noted the information*

#### **Item 5.2 Finance, Performance and Assets Committee**

The Finance, Performance and Assets (FP&A) Committee have appointed a new Board member as the Chairperson. The Board congratulated Andrew Bernard for his diligent leadership to FPA over the last 7 years.

*Action and Decision: The Board noted the information*

#### **Item 5.3 Health Care Quality Committee**

Debra Thoms informed the Board that both Blacktown Mount Druitt hospitals (BMDH) and Auburn Hospital accreditation has been deferred to late 2022. The recommendations from the Maternity Services Resilience Review is progressing and will be completed by the end of the year.

*Action and Decision: The Board noted the information*

#### **Item 5.4 Nominations Committee**

Narelle Bell reported the 3 Board members whose term is ending, one member was renominated which will be submitted to the Ministry along with information about new appointments.

*Action and Decision: The Board noted the information*

#### **Item 5.5 Research Development Committee**

No further discussion.



### **Item 5.6 Professional Education Committee**

Don Nutbeam informed the Board about a recent workshop with 3 major university partners. The purpose of this workshop was to discuss living with COVID in professional education environments and the adjustments that will be needed.

*Action and Decision: The Board noted the information*

## **Item 6 OTHER ITEMS FOR NOTING ONLY**

### **Item 6.1 Medical Services Report**

The Acting Executive Director of Medical Services informed the Board about the process for reviewing the equity funding applications.

*Action and Decision: The Board noted the information*

### **Item 6.2 Finance Report**

The Director of Finance reported the forecast of unfavourability by the end of the year, is due to a range of factors. It was noted that the focus going forward will be to recover costs.

*Action and Decision: The Board noted the information*

### **Item 6.3 Operations Report**

Taken as read- No further discussion

### **Item 6.4 Clinical Governance Report**

Taken as read- No further discussion

### **Item 6.5 Mental Health Services**

Taken as read- No further discussion

### **Item 6.6 Integrated Care & Community Health**

Taken as read- No further discussion

### **Item 6.7 Record of Meetings for Board Chair and Board Deputy Chair**

No further discussion

### **Item 6.8 Correspondence Received and Sent**

No further discussion

### **Item 6.9 SafeWork NSW Improvement Notices**

No further discussion

### Item 7 OTHER BUSINESS

#### Item 7.1 Other Business

No other business

### Item 8 IN CAMERA

#### Item 8.1 In Camera session

*Action and Decision: An in-camera session was held.*

#### Next meeting

The next Board meeting will be on Friday 19 November, 2021.

#### Close

Meeting closed at 6:15 pm

Signed: \_\_\_\_\_



Mr Richard Alcock AO, Board Chair