

Meeting of the Board of the Western Sydney Local Health District

No. 2018/85

Date: Tuesday, 13 November 2018

Venue: The Hills Community Health Centre, 183-187 Excelsior Avenue, Castle Hill

Minutes

- Present: Richard Alcock (Chair)
Diana O'Halloran
Adam Stuart
Narelle Bell
Jane Spring
Don Nutbeam
Michael Edye
Andrew Bernard
Andrew Pesce
Elizabeth Crouch
Kathy Baker
- Medical Staff Council: Mark McLean (Chair, Blacktown and Mount Druitt)
- Acting Chief Executive: Graeme Loy
- Ex officio: Robynne Cooke, Barry Mitrevski, Jo Edwards, Brett Thompson
- Secretariat: Julia Millen
- Apologies: Jeremy Chapman (Deputy Chair)
Chris Liddle (Medical Staff Council Chair, Westmead)
- Meeting commenced: 3:00pm
- Quorum: A quorum was met

Item 1.1 Welcome

The Chair welcomed members to the meeting of Tuesday, 13 November 2018.

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.

Action and decision: No declarations of conflict of interest, nor changes in material circumstances were advised by members at the WSLHD Board meeting held on 13 November 2018.

Item 1.3 Patient Story

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

Item 2 Strategy

Item 2.1 WSLHD People Matter Survey

Members noted a verbal presentation on the People Matter Survey results for WSLHD provided by the Acting Chief Executive (A/CE). The A/CE advised the executive will evaluate the survey results and develop 5 key strategies then communicate progress on the strategies with all staff on a regular basis. The A/CE noted effort will be centred on effective communication, progressing key strategies, workforce, and governance.

Members noted the survey is an excellent tool for the Board as an annual snapshot of culture within the District, and supported the proposed approach to respond to the survey results.

Members will welcome reports from management on progress of the actions and activities undertaken in the next year and measure this against the next survey's results. Members suggested the possibility of harnessing existing culture leaders to assist with the key strategies.

Action: The A/CE will provide a written progress update to the Board in February 2019.

Action and decision: The presentation was NOTED by members.

Item 3 Business Arising

Item 3.1 Minutes

The minutes were accepted as a true record of the 9 October 2018 Board meeting.

Action and decision: Minutes ACCEPTED.

Item 3.2 Actions from meeting – 9 October 2018

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

Item 3.2.2 – Rapid Access Service Clinics performance update

The A/Executive Director Finance (A/EDF) referred to the written report and provided a verbal update on the performance of the RAS clinics noting there is no proposed change of the funding model for RASC at this time, and the clinics enhance quality and safety for patients. Members suggested the RASC data should be available in the public domain. Members also noted the RASC aim to increase the connectivity with general practice and develop shared care plans.

Item 3.2.3 – Westmead Intensive Care Unit Steering Committee update

The A/CE provided a verbal update noting substantial positive progress including good engagement with ICU teams, and identification of a candidate for Acting Head of Department ICU. The General Manager Westmead and Auburn confirmed an engagement and communication plan is being progressed with consultants, clinical staff and the broader team.

Item 3.2.4 – WSLHD and SilverChain palliative care service initiative update

The Executive Director Operations (EDO) provided a verbal update on the SilverChain initiative, noting a review of the program is due in February 2019.

Item 3.2.5 – JMO bullying and harassment

The A/CE referred to the written report and provided a verbal update noting the strategic importance of the proposed support/mentor role.

Item 3.2.6 – WSLHD Board annual strategic retreat outcomes.

Members noted the outcomes document and commented, in terms of the Western Sydney Integrated Care program the District should revisit the current program to optimise current strategies prior to progressing next phase developments.

Action and decision: The reported were NOTED by members.

Item 4 Standing Items

Item 4.1 Safety and Quality Report

The EDN&MCG referred to the written document provided and discussed the Safety and Quality Report for September 2018.

Action and decision: The report was NOTED by members.

Item 4.2 Chair and Deputy Chair Report

The Chair and Deputy Chair report was provided for review by members. The Chair discussed the recent meeting with the Secretary NSW Health regarding the effective clinical and corporate governance frameworks within WSLHD.

Action and decision: The report was NOTED by members.

The Board Chair handed the meeting chair to Elizabeth Crouch and departed the meeting.

Item 4.3 Strategy and Operations Report

The EDO referred to the A/CE's report noting the key highlights of Westmead Hospital's 40th birthday dinner celebration, and hospital Open Day attended by the the Hon Brad Hazzard MP. The operations report notes the continuing improved trajectory around access and flow, and strategies to improve elective surgery performance.

The A/EDF noted the tabled finance report for September 2018 and provided a verbal report on the financial results for the month of October advising the full year forecast remains unchanged.

Action and decision: The updates were NOTED by members.

Item 4.4 Correspondence received 29 September – 2 November 2018

The correspondence report was provided for review by members.

Action and decision: The correspondence report was NOTED by members.

Item 4.5 Media updates to the Board

The media update report was provided for review by members and the EDO noted the Premier's Award success for the Blacktown Hospital Project RED team.

Action and decision: The report was NOTED by members.

Item 5 New Business

Item 5.1 Safety and Quality Account

The EDN&MCG referred to the written documentation provided, noting the WSLHD safety and quality account is drafted and going through consultation with the Research and Education Network, Digital Health Services and consumer groups. The next iteration of the document will be provided at the December Board meeting for review.

Action and decision: The report was NOTED by members.

Item 5.2 Corporate Governance Attestation Statement - Addendum

This matter was deferred to the December 2018 board meeting.

Item 5.3 WSLHD Board Bursary Program

Members noted the written report provided on the bursary program and agreed to review how the program will be positioned for the future to expand funding.

Action and decision: The report was NOTED by members.

Item 5.4 WSLHD Board Charter – annual review

Members noted the WSLHD Board Charter will be tabled at the 11 December 2018 Board meeting for final review.

The Chair asked members to review the document and provide commentary to the secretariat for inclusion in the final document.

Action: Members will review the Board Charter and provide feedback and amendments to the Board Secretariat for compilation and updating of the document.

Item 5.5 Auburn Hospital update

The General Manager Westmead and Auburn (WAGM) provided a verbal update on Auburn Hospital and the Auburn Hospital Medical Staff Council.

Action and decision: The reports were NOTED by members.

Item 6 Committees of the Board

The following sub-committee of the Board provided written reports for the October 2018 meeting:

- Finance, Performance and Assets
- Medical Dental Appointments and Advisory
- Professional Education and Training

Action and decision: The reports were NOTED by members.

Item 7 Appendices

The appendices documents were provided for review.

Action and decision: The appendices were NOTED by members.

Item 8 In Camera Session

The Chair introduced a brief in camera session for members.

Next meeting

The next meeting of the WSLHD Board is scheduled on 11 December 2018 at the Westmead Institute for Medical Research.

Close

Meeting closed at 7:45pm

Signed: 
(Mr Richard Alcock AO, Board Chair)