



Meeting of the Board of the Western Sydney Local Health District

No. 2018/84

Date: Tuesday, 9 October 2018

Venue: Mount Druitt Hospital, Conference Room

Minutes

Present:	Richard Alcock (Chair) Jeremy Chapman (Deputy Chair) Diana O'Halloran Narelle Bell Jane Spring Don Nutbeam Michael Edye Andrew Bernard Andrew Pesce Elizabeth Crouch
Medical Staff Council:	Chris Liddle (Chair, Westmead) 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
Invited:	Sue-Anne Redmond, General Manager Blacktown and Mt Druitt hospitals
Apologies:	Kathy Baker Adam Stuart
Meeting commenced:	3:00pm
Quorum:	A quorum was met.

Item 1.1 Welcome

The Chair welcomed members and invited guests to the meeting of Tuesday, 9 October 2018.

The Chair welcomed Mr Graeme Loy to the WSLHD Board in his capacity as Acting Chief Executive WSLHD (A/CE). The board meeting commenced with reflections from a number of board members of the NSW Health 2018 Board Members' Conference held on 8 October 2018.

Acknowledgement of Country

The Acknowledgement of Country was delivered by the A/CE.

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.

Members commented on updates for the register of Members' interests.

Action and decision: Members NOTED the declarations provided and the register of interests will be updated.

Item 2 Strategy

Item 2.1 Mount Druitt Hospital update

The General Manager Blacktown and Mount Druitt Hospitals provided an overview of the hospital's services including detail on the operations of the emergency department, paediatrics, rehabilitation, and palliative care units.

Members commented on the efficiency of the operating theatres and turnover times at Mt Druitt, the volume of elective surgery, and the areas of networking between Mt Druitt and other LHD facilities. Members discussed opportunities for new or enhanced services at Mt Druitt Hospital including ambulatory services.

Members requested an update on the SilverChain community-based palliative care service and its link with WSLHD in the provision of palliative care services.

Action and decision: The presentation was NOTED by members.

Action: The A/CE will provide a written report to the Board providing an update on the implementation of SilverChain community-based palliative care service within WSLHD.

Item 3 Business Arising

Item 3.1 Minutes

The minutes were accepted as a true record of the 11 September 2018 board meeting.

Action and decision: Minutes ACCEPTED.

Item 3.2 Actions from meeting – 11 September 2018

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

The Chair requested a progress update on the Westmead clinical succession plan to be tabled at a future Board meeting.

Members noted action item 2 should be clarified to note the A/EDN&MCG attended the Board meeting.

Members noted action item 3.1 should incorporate the broader issue of the strategy for WSLHD to address JMO bullying and harassment. The Director Mental Health Services WSLHD will provide a written report for the November board meeting on the implementation of the strategy to address JMO bullying and harassment.

The Chair requested the People Matter full survey be added to the Convene library for members to consider. The Secretariat will upload the full People Matter survey to Convene for members to review.

Action and decision: The Register will be updated in respect of the abovementioned information.

Item 3.3 WSLHD Board Work Plan

The Chair noted this item will be carried forward as there are a number of matters for discussion with the A/CE regarding the material that comes to the Board for review.

Action: The plan will be tabled at the December board meeting.

Item 3.4 WSLHD Health Services Plan – communication plan update

The A/CE noted the report provided at Item 3.4 and provided a verbal update on the WSLHD Health Services Plan (HSP) implementation, advising the majority of planning is on track, and providing reasons for any risks/delays.

The A/CE also noted planning for the HSP communication campaign for stakeholder engagement is progressing well.

The A/CE provided a verbal summary of the 2018 Western Sydney Health Forum which incorporates the WSLHD Annual Public Meeting, and discussed the meeting format for 2018.

Action and decision: The update was NOTED by members.

Item 4 Standing Items

Item 4.1 Operations, Safety and Quality, and Finance Reports

The EDO provided the operations update noting the progress of WSLHD emergency treatment performance (ETP) and the continued focus on improving our ETP results, improving our strategies around elective surgery waitlist management, 2018/19 Christmas and New Year planning is underway, and the implementation of recommendations for the paediatric services review.

Members noted there is no commentary or reporting for Integrated Care included in the monthly operations report.

Members noted the report from the WSLHD Board annual strategic retreat is outstanding and should be an agenda item for the November board meeting. The Chair advised the Business Manager for the Office of the Chief Executive will write up the strategic retreat report for members to review at the November Board meeting.

Executive Director Nursing and Midwifery and Clinical Governance (EDN&MCG) provided a verbal update on quality and safety matters noting the Health Care Quality Committee will meet in two weeks to review a number of reports including paediatrics, endoscopy, the asset management plan, and an update on the Westmead ICU HDU review.

The A/CE provided a verbal update on the Westmead ICU training accreditation matter. The A/CE has spoken with the College of Intensive Care Medicine (CICM) and noted WSLHD will receive a detailed report from CICM this week including the College's observations and reasons for removing training accreditation. The A/CE advised WSLHD is convening a steering committee / taskforce to oversee activities for the re-accreditation of Westmead ICU.

The Director Finance (DoF) provided a financial update covering the month of September 2018. The DoF also noted the WSLHD capital report advising district and health infrastructure projects are progressing.

Members requested financial reporting on efficient and inefficient services within WSLHD, and comparative data.

Action and decision: The reports were NOTED by members.

Action: The A/CE will provide a written report for the November board meeting on the Westmead ICU steering committee.

Action: The A/CE and DoF will provide a written report regarding WSLHD hospital efficiency and comparative data.

Item 4.2 Chair and Deputy Chair Report

The Chair and Deputy Chair report was provided for review by members.

Action and decision: The report was NOTED by members.

Item 4.3 Correspondence received 1 – 28 September 2018

The correspondence report was provided for review by members.

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

Item 4.4 WSLHD Risk Management quarterly report

Members noted Item 4.4.1 the due diligence report and discussed the information provided.

Action and decision: The report was NOTED by members.

Item 5 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
- Audit and Risk
- Research Development
- Aboriginal Health Collaborative
- Nominations

Action and decision: The reports were NOTED by members.

Item 6 Appendices

The appendices documents were provided for review.

Action and decision: The appendices were NOTED by members.



Item 7 New Business

Item 7.1 Representation Letter to Audit Office NSW

The Chair noted item 7.1 advising the WSLHD annual financial statements and independent auditor's report were published in the Convene library on 8 October 2018 for information. A Representation Letter by Those Charged with Governance for Western Sydney Local Health District and the Western Sydney Local Health District Special Purpose Entity was signed by the Board Chair on 25 September 2018 and forwarded to the Director, Financial Audit Services at the Audit Office of NSW.

Action and decision: Members NOTED the Chair has signed the representation letter to the Audit Office of New South Wales.

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 13 November 2018 at the Hills Community Health Centre, Castle Hill.

Close

Meeting closed at 6:15pm

Signed: 

(Mr Richard Alcock AO, Board Chair)