

Sydney Local Health District

Sixteenth Meeting of the Board

Date: Monday 12 November 2012

Time: 8:30am – SLHD Board Meeting
9:00am – Progress on the implementation of the Strategic Plan.

Venue: SLHD Boardroom, Level 11, KGV, Missenden Road, Camperdown

Chair: The Hon Ron Phillips

1. Present and apologies

The Hon. Ron Phillips, Chair
Dr Teresa Anderson, Chief Executive
Mr David McLean, Member
Ms Victoria Weekes, Member
Ms Frances O'Brien, Member
Dr Barry Catchlove, Member
Mr Trevor Danos, Member
Prof. Paul Torzillo AM, Member
Dr Thomas Karplus, Member

Apologies

Dr John Daniels, Member

In attendance

Ms Dawn Farrell, Secretariat

2. Welcome and introductions

The Chair welcomed Members to the sixteenth meeting of the Sydney Local Health District (SLHD) Board.

3. Declaration of conflicts of interest

There were no conflicts of interest declared.

4. Confirmation of previous minutes

The minutes of the Board meeting held on 8 October 2012 were moved and seconded.

The Chair declared and signed the minutes as a true and accurate record of the meeting.

Minutes

5. Matters arising from the previous minutes

5.1 Action sheet

The Board considered the following items complete:

Agenda Item	Action	Outcome

The Board considered the following items incomplete:

Agenda Item	Action	Outcome
18 June 2012		
6.2.1 – SLHD Reporting Pack	The current State figure is to be included in the notes section for a more useful comparison for the 'Balanced Scorecard - Patient Flow'. Figures to be included in the reports presented to the next Board meeting. Delay occasioned due to a problem with HIE. Work is to continue on the Clinical Governance Reports.	In progress.
9 July 2012		
6.1 – National Health and Hospital Reform	A proposal is to be submitted to the Ministry of Health regarding sharing costs of research to explore opportunities for analysis into why hospital activity continues to increase. PT has requested from the Ministry a copy of 2005 report previously conducted into ED Activity Increases.	In progress.
8 October 2012		
11.5 – SLHD Service Agreement 2012/13	CE to consider ways of reporting on the Service Agreement to the Board.	In progress.
12 November 2012		
7.– CE's Report	A 12 month Financial Performance Budget Graph to be included in CE's report to Board.	In progress.
12 November 2012		
7.5 – Clinical Governance Report	CE meeting with Barry Martin and Victoria Weekes regarding improvement of report.	In progress.
12 November 2012		
10.7 – Revenue Enhancement Committee	Committee's Terms of Reference to be provided to the Board	In progress.
12 November 2012		
12.1 – Future Arrangements for Governance of NSW Health	The Board agreed to recommendations contained in correspondence. CE to draft a reply.	In progress.

6. Acronyms and Financial Classification Codes.

The Board received and noted the Acronyms and Financial Classification Codes.

7. Chief Executive's report

7.1 National Health and Hospital Reform

The Board received and noted the information on the National Health and Hospital Reform provided in the Chief Executive's report.

7.2 Finance and performance reports

7.2.1 SLHD Board reporting pack – October 2012.

The Board received and noted the SLHD Board reporting pack – October 2012.

The Board requested the following:-

- NEAT Plans for RPA, Concord and Canterbury Hospitals be included in the November reporting pack.
- That a twelve month financial performance budget graph be included in future CE reports.

7.3 Project updates

7.3.1 North West Precinct

The Board received and noted the information on North West Precinct provided in the Chief Executive's report.

7.3.2 Lifehouse

The Board received and noted the information on Lifehouse provided in the Chief Executive's report.

7.3.3 Macquarie International Private Hospital

The CE provided a verbal report regarding Macquarie International Private Hospital.

7.4 Capital Works Report

Nil to report.

7.5 Clinical Governance Report

7.5.1 DM will recommend to the Communications Committee that a small feature appear in Health Matters acknowledging the District's achievements in relation to - 100% KPI Performance Indicator 1 – Within five (5) calendar days, acknowledge receipt of each complaint (Benchmark – 100%): **result 100%**

7.5.2 The CE advised the Board that she is working with Victoria Weekes and Barry Martin to improve this report.

7.6 Facility Reports

(i) Balmain Hospital

The Board received and noted the tabled Balmain Hospital facility report.

(ii) Canterbury Hospital

The Board received and noted the tabled Canterbury Hospital facility report.

(iii) Concord Hospital

The Board received and noted the tabled Concord Hospital facility report.

(iv) Royal Prince Alfred Hospital

The Board received and noted the tabled Royal Prince Alfred Facility report.

(v) Oral Health Services and Sydney Dental Hospital

The Board received and noted the Oral Health Services and Sydney Dental Hospital facility report.

(vi) Croydon/Marrickville/Redfern Community Health Centres

The Board received and noted the Croydon/Marrickville/Redfern Community Health Centres' facility report.

(vii) Drug Health

The Board received and noted the Drug Health report.

(ix) Community Health

The Board received and noted the Community Health report.

(x) Population Health

The Board received and noted the Population Health report.

8. Matters for approval / resolution

8.1 Education and Training Strategic Plan 2012-2017.

The Board received and noted the SLHD Education and Training Strategic Plan 2012-2017 and ADOPTED the Plan for implementation across the District.

The Board agreed on the Communications Committee and the CE deciding on the appropriate way to launch the Plan.

9. Board Committee reports / minutes

9.1 Finance, Risk and Performance Management Committee

The Board received and noted the confirmed minutes of the Audit and Risk Committee held on 5 October 2012 and the unconfirmed minutes of the meeting held on 5 November 2012.

9.2 Education and Research Committee

The Board received and noted the confirmed minutes of the Education and Research Committee held on 7 September 2012 and the unconfirmed minutes of the meeting held on 2 November 2012.

9.3 Communications Committee

The Board received and noted the unconfirmed minutes of the Communications Committee held on 8 October 2012.

9.4 Audit and Risk Committee

The Board noted that the next meeting of the Audit and Risk Committee is to be held on 23 November 2012.

9.5 Health Care – Clinical Quality Council

The Board noted that the next meeting of the Clinical Quality Council Committee is to be held on 28 November 2012.

9.6 Health Care – Clinical Council

The Board received and noted the unconfirmed minutes of the Clinical Council Committee held on 24 October 2012.

9.7 Medical Staff Council Executive Meeting

The Board received and noted the unconfirmed minutes of the Medical Staff Council Executive Committee held on 26 October 2012.

10. Other Committee reports / minutes

10.1 Planning Committee

The Board received and noted the unconfirmed minutes of the meeting of the Planning Committee held on 3 October 2012.

10.2 PACS RIS Implementation Steering Committee

The Board received and noted the unconfirmed minutes of the PACS RIS Implementation Steering Committee held on 16 October 2012.

10.3 Sustainability Committee

The Board noted that the inaugural meeting of the Sustainability Committee is to be scheduled.

10.4 Medical and Dental Appointments Advisory Committee

The Board received and noted the unconfirmed minutes of the Medical and Dental Appointments Advisory Committee held on 10 October 2012.

10.5 Activity Based Funding Executive Steering Committee

The Board received and noted the confirmed minutes of the Activity Based Funding Steering Committee held on 4 and 11 October and the unconfirmed minutes of 25 October 2012.

10.6 Surgical Demand Committee

The Board received and noted the unconfirmed minutes of the Surgical Demand Committee held on 17 October 2012.

10.7 Revenue Enhancement Development Committee

The Board received and noted the unconfirmed minutes of the Revenue Enhancement Development Committee held on 17 October 2012.

11. Matters for noting

11.1 Brief Hand Hygiene Performance CGRH.

The Board received and noted the Brief from Matthew Swanborough, General Manager Concord General Repatriation Hospital advising strategies implemented to increase hand hygiene compliance.

11.2 Letter – MoH re Performance Status Review – September 2012

The Board received and noted the correspondence received from the Ministry of Health.

Minutes

11.4 New GP Synergy Board Appointments

The Board received and noted the correspondence received from GP Synergy.

11.5 Letter of appreciation from Professor John P Harris – Hybrid Endovascular Unit, RPAH.

The Board received and noted the correspondence received from Professor John P Harris AM.

11.6 Ministry of Health Surgical Dashboard

The Board received and noted the inclusion of the two new Dashboards.

12. Other business

12.1 Future Arrangements for Governance of NSW Health

The Board agreed to recommendations contained in correspondence received from the Ministry of Health. The Board agreed that the CE would draft a reply.

12.2 The Chair advised the Board that he attends the "Council of Chairs" quarterly meetings and will provide regular reports to the Board regarding these meetings.

12.3 The Chair reminded members that the SLHD AGM was on Thursday 6 December 2012 @ 4:30pm at The Centre for Education and Workforce Development at Rozelle.

13. Next meeting

The next meeting of the Sydney Local Health District Board will be held on Monday 17 December 2012 at 8:30am at KGV Boardroom.

13.1 The Board ADOPTED the schedule of Meetings.

The meeting closed at 11:30am.



The Hon Ron Phillips
Chair

17/12/2012

Date