

Sydney Local Health District

Eighteenth Meeting of the Board

Date: Monday 18 February 2013

Time: 9:00am – SLHD Board Meeting

9:05am – 9:45am – Hospital/Facility Cleaning Schedules Presentation

9:45am – 10:40am – Strategies to address the Financial Performance of RPAH Presentation

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

Dr John Daniels, Member

Mr Danny Lester, Member

Apologies

A/Prof. Christine Giles, Member

Prof. Paul Torzillo AM, Member

Mr Trevor Danos, Member

Dr Thomas Karplus, Member

In attendance

Ms Dawn Farrell, Secretariat

Mr Gary Miller, Director Operations – 9:00 – 9:45am

Mr Graeme Angus, Director Corporate Services – 9:00 – 9:45am

Ms Deborah Willcox, General Manager, RPAH – 9:00 – 10:40am

Ms Hannah Barrington, Graduate Management Trainee

Ms Roslyn Crawford, Graduate Management Trainee

2. Welcome and introductions

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

3. Declaration of conflicts of interest

Danny Lester, CEO of Aboriginal Employment Strategy Ltd declared the interest of - AES Ltd is a member of the SLHD Aboriginal Workforce Strategic Framework Implementation Steering Committee which is working to increase Aboriginal employees across a range of occupations within the SLHD operations.

The Chair advised Mr Lester that should discussions occur at future Board meetings wherein Mr Lester felt there was a conflict of interest regarding these matters, that Mr Lester should declare that conflict to the Board.

4. Confirmation of previous minutes

The minutes of the Board meeting held on 18 December 2012 were moved and seconded.

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

5. Matters arising from the previous minutes

5.1 Action sheet

The Board considered the following items incomplete:

Agenda Item	Action	Outcome
9 July 2012		
6.1 – National Health and Hospital Reform	Work is continuing on the ED Activity proposal. The IWSML will also participate.	In progress.
8 October 2012		
11.5 – SLHD Service Agreement 2012/13	CE looking at better ways of reporting on the Service Agreement and KPIs to the Board.	In progress.
12 November 2012		
7.5 – Clinical Governance Report	Victoria Weekes and Barry Catchlove are meeting with the District Executive to further develop the reports.	In progress.
12 November 2012		
12.1 – Future Arrangements for Governance of NSW Health	The Board agreed to recommendations contained in correspondence. Response sent.	Completed.
17 December 2012		
11.2 Letter from Mr Graeme Head, Public Service Commissioner regarding <i>People Matter</i> Employee Survey 2012 – Cluster and Agency Reports.	Plans to be presented to the Board.	In progress.
17 December 2012		
11.3 – Board Committee Structure	The Board requested that the structure be amended to show that the Chronic Care Executive Steering Committee and Medical	Completed.

	<p>and Dental Appointments Advisory Committee meetings be moved to the line below. The CE advised that the Board Committee structure had been amended.</p> <p>New Structure to be circulated to Board Members</p>	
17 December 2012		
11.8 – Summary of NGO Annual Activity Reports for 2011/12	<p>The Board requested that the CE provide a report to the next Board Meeting regarding “value for money” of NGO programs. The Board agreed that the CE should provide the report once the State review had been finalised.</p>	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.

In relation to the Finance report the Board recommendation that invoices be paid by the District within 45 days of receipt and that invoices in dispute be settled within 120 days of receipt. The Board also requested that the back log of invoices on hold be reduced.

7.2 Finance and performance reports

7.2.1 SLHD Board reporting pack – December 2012.

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

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

Minutes

Executive's report.

7.3.3 Macquarie International Private Hospital

The Board received and noted the information on Macquarie International Private Hospital in the Chief Executive's report.

7.4 Capital Works Report

The Board received and noted the capital works report.

7.5 Clinical Governance Report

The Board received and noted the clinical governance report.

The CE advised the Board that she is continuing to work with Victoria Weekes and Barry Catchlove to improve the Clinical Governance 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.

Minutes

(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 SLHD Board Calendar and Updated Meeting Schedule

The Board received and approved the SLHD Board Calendar and updated Meeting Schedule.

8.2 Proposal for the Collaborative Health Pathways Project between SLHD and the Inner West Sydney Medicare Local Health.

The Board received and approved the Collaborative Health Pathways Project between SLHD and the Inner West Sydney Medicare Local Health.

8.3 Charles Perkins Centre Clinical Research Facility (CPC-CRF)

The Board received and approved the participation between the SLHD and the University of Sydney in relation to the proposed agreement for the joint operation of the Charles Perkins Centre Clinical Research Facility.

9. Board Committee reports / minutes

9.1 Finance, Risk and Performance Management Committee

The Board received and noted the unconfirmed minutes of the Finance, Risk and Performance Management Committee meeting held on 11 February 2013.

9.2 Education and Research Committee

The Board received and noted the unconfirmed minutes of the Education and Research Committee held on 1 February 2013.

9.3 Communications Committee

The Board noted that the next meeting of the Communications Committee is to be held on 18 February 2013.

9.4 Audit and Risk Committee

The Board received and noted the unconfirmed minutes of the Audit and Risk Committee held on 28 March 2013.

9.5 Health Care – Clinical Quality Council

The Board received and noted the unconfirmed minutes of the Clinical Quality Council Committee meeting held on 23 January 2013.

9.6 Health Care – Clinical Council

The Board received and noted the unconfirmed minutes of the Clinical Council Committee held on 19 December 2012.

9.7 Medical Staff Council Executive Meeting

The Board noted that the next meeting of the Medical Staff Council Executive Meeting is to be held on 1 March 2013.

10. Other Committee reports / minutes

10.1 Planning Committee

The Board noted that the next meeting of the Planning Committee is to be held on 6 March 2013.

10.2 PACS RIS Implementation Steering Committee

The Board received and noted the unconfirmed minutes of the PACS RIS Implementation Steering Committee held on 18 December 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 confirmed minutes of the Medical and Dental Appointments Advisory Committee held on 12 December 2012 and the unconfirmed minutes held on 30 January 2013.

10.5 Funding Reform and Performance Committee

The Board received and noted the confirmed minutes of the Funding Reform and Performance Committee held on 6 December 2012 and the unconfirmed minutes of 17 January 2013.

10.6 Surgical Demand Committee

The Board noted that the next meeting of the Surgical Demand Committee is to be held on 20 February 2013.

10.7 Revenue Enhancement Development Committee

The Board noted that the next meeting of the Revenue Enhancement development

committee will be held on 27 February 2013.

11. Matters for noting

- 11.1 Letter from Professor Clifford Hughes, Chief Executive Officer, Clinical Excellence Commission – Progress Report on National Hand Hygiene Initiative in NSW – Audit Three October 2012.

The Board received and noted the correspondence from the Clinical Excellence Commission regarding the progress report on National Hand Hygiene initiative in NSW – Audit Three October 2012.

- 11.2 Brief – Ministry of Health – NSW Health Aboriginal Workforce Survey 2012.

The Board received and noted the Brief to the Ministry of Health relating to the NSW Health Aboriginal Workforce Survey 2012.

- 11.3 Brief – Human Services and Justice Task Group: Sydney East.

The Board received and noted the Brief in relation to the task group Human Services and Justice Task Group.

The Board recommended that Medicare Local and NGO's be involved in the Group.

- 11.4 Brief – MALDI-TOF Instrumentation.

The Board received and noted the Brief regarding the MALDI-TOF Instrumentation.

- 11.5 RMR Program Budget >\$10K and < \$250K

The Board received and noted the Brief in relation to the RMR Program Budget >\$10K and < \$250K.

- 11.6 Performance Indicators YTD December 2012

The Board received and noted the Performance Indicators YTD December 2012 report.

- 11.7 MoH Surgical Dashboard

The Board received and noted the MoH Surgical Dashboard report.

- 11.8 NSW Health Statutory Governed Boards Training Program
– SLHD Workshop Evaluation Report

The Chair confirmed with members that they had all received an evaluation survey from the Ministry in relation to the recent training program undertaken by members.

The Chair informed the members that the Ministry is working on a program of training modules for board members. Once the program has been finalized by the Ministry the Board will decide what programs are relevant for members to undertake.

12. Other business

12.1 Board Self Evaluation.

The Chair informed the members that he has been working on a "Self Evaluation" tool. The tool will assist the Board in improving its own performance.

13. Next meeting

The next meeting of the Sydney Local Health District Board will be held on Monday 18 March 2013 at 9:00am at venue TBA.

The meeting closed at 11:55am.



The Hon Ron Phillips
Chair

18/03/13
Date