

Sydney Local Health District

Fifth Meeting of the Board

Date: Monday 14 November 2011

Time: 8:30am – SLHD Board Meeting
10:30am – Presentations

Venue: Meeting Rooms, Marrickville Health Centre

Chair: The Hon. Ron Phillips

1. Present and apologies

Present

The Hon. Ron Phillips, Chair
Dr Teresa Anderson, Chief Executive
Dr Barry Catchlove, Member
Ms Stevie Clayton OAM, Member
Dr John Daniels, Member
Mr Trevor Danos, Member
Mr David McLean, Member
Ms Frances O'Brien, Member
Ms Sonja Stewart, Member
Ms Victoria Weekes, Member

Apologies

Dr Thomas Karplus, Member
Prof. Paul Torzillo AM, Member

In attendance

Ms Hannah Evans, Secretariat

2. Welcome and introductions

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

The Chair tabled the resignation of Ms Stevie Clayton effective 15 November 2011 and Members noted same.

The Chair thanked Ms Clayton for her dedication to the Board in particular the leadership provided to the Communications Committee. The Board wished Ms Clayton all the best for the future.

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 10 October 2011 were proposed and the following amendments moved:

4. Confirmation of previous minutes

From: The minutes of the Board meeting held on 12 September 2011 were confirmed by Mr David McLean and seconded by Ms Frances O'Brien.

To: Acceptance of the minutes of the Board meeting held on 12 September 2011 was proposed by Mr David McLean and seconded by Ms Frances O'Brien.

9.1 Report – Chief Executive's (to be emailed separately)

From: The Board RESOLVED to give Dr Anderson the delegation to sign the service agreement.

To: The Board RESOLVED to give Dr Anderson the delegation to sign the transition service agreement.

9.6 SLHD 2011/12 Service Agreement

From: The Board RESOLVED for the Chair and Dr Anderson to sign the service agreement and submit to the Ministry of Health with a covering letter indicating the risks and mitigation for the District.

To: The Board RESOLVED for the Chair and Dr Anderson to sign the service agreement and submit to the Ministry of Health with a covering letter indicating the risks and mitigation for the District, in particular the arrangements related to Health Share.

Subject to the above amendments, 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 matters finalised:

1. The Board received and noted the single schedule of meeting dates and times until June 2013;
- The Board received and noted the template forms for claiming remuneration and reimbursement of expenses; and
- The Board received the brief on Quality Systems Assessment which was noted

under item 11.1.

6. Board Committee reports / minutes

- 6.1 Finance, Risk and Performance Management Committee
– 7 October 2011 (confirmed minutes)

The Board received and noted the confirmed minutes of the Finance, Risk and Performance Management Committee held on 7 October 2011.

The Chair provided an update on the Committee held on 31 October 2011 which included a presentation on the performance of Canterbury Hospital by Ms Ann Kelly, General Manager.

- 6.2 Education and Research Committee – 7 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the Education and Research Committee held on 7 October 2011.

At the meeting of 7 October 2011 the Committee resolved to appoint Mira Haramis, Director, Centre for Education and Workforce Development as a Member of the Committee. The Board endorsed the appointment.

- 6.3 Communications Committee – 10 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the Communications Committee held on 10 October 2011.

The Board noted that the Communications Plan will be submitted to the Board once approved by the Communications Committee.

- 6.4 Audit and Risk Committee – meeting to be scheduled for recommending the signing of the 2010/11 Financial Statements

The 2010/11 Financial Statements will be made available to the Board in the coming weeks.

- 6.5 Health Care – Clinical Quality Council – no meeting held in October 2011

The Board noted that the next meeting of the Health Care – Clinical Quality Council is scheduled for 23 November 2011.

- 6.6 Health Care – Clinical Council – 26 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the Health Care – Clinical Council held on 26 October 2011.

The Board noted that the results of the YourSay Survey were released on 28 October 2011 and RESOLVED to note these at the Annual General Meeting.

6.7 Medical Staff Council Executive Meeting – 7 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the Medical Staff Council Executive held on 7 October 2011.

7. Other Committee reports / minutes

7.1 SLHD Medical and Dental Appointments Advisory Committee – 12 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the SLHD Medical and Dental Appointments Advisory Committee held on 12 October 2011.

7.2 Activity Based Funding Executive Steering Committee – 27 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the Activity Based Funding Executive Steering Committee held on 27 October 2011.

7.3 SSWAHS Surgical Demand Committee – 19 October 2011 (unconfirmed minutes)

The Board received and noted the unconfirmed minutes of the SSWAHS Surgical Demand Committee held on 19 October 2011.

8. Matters for approval / resolution

8.1 Strategic Issues Paper – Sexual Health

The Board received and noted the Sexual Health strategic issues paper and RESOLVED that the paper is for consideration of the Board and not approval.

9. Chief Executive's report

9.1 Report – Chief Executive's

The Board received and noted the Chief Executive's report and noted the additional verbal information provided on the North West Precinct and Macquarie matter.

9.1.1 DOHRS Report – September 2011

The Board received and noted the DOHRS Report – September 2011.

9.1.2 Finance Dashboard – September 2011

The Board received and noted the Finance Dashboard – September 2011.

9.2 Caring Together Implementation – verbal update

The Ministry of Health is undertaking a review of the implementation of the Garling Inquiry recommendations.

Internal Audit is undertaking an audit of the implementation of the recommendations for Sydney Local Health District and the outcome will be presented to the Finance, Risk and Performance Management Committee.

9.3 Performance Management Framework Dashboard – September 2011

The Board received and noted the Performance Management Framework Dashboard – September 2011.

9.4 Sydney LHN Executive Management Report – September 2011

The Board received and noted the Sydney LHN Executive Management Report – September 2011.

9.5 Health System Performance Report – September 2011

The Board received and noted the Health System Performance Report – September 2011.

9.6 Capital Works Report

The Board received and noted the Capital Works report.

9.7 Clinical Governance Report

The Board received and noted the Clinical Governance Report.

9.8 Facility Reports

The Board received and noted the following facility reports:

- (i) Balmain Hospital
- (ii) Canterbury Hospital
- (iii) Concord Hospital
- (iv) Royal Prince Alfred Hospital
- (v) Oral Health Services and Sydney Dental Hospital
- (vi) Croydon/Marrickville/Redfern Community Health Centres
- (vii) Mental Health
- (viii) Drug Health
- (ix) Community Health

10. Other business

The Board noted that there was no other business.

11. Matters for noting

- 11.1 Updated Brief – Quality Systems Assessment – Visit from Clinical Excellence Commission in April 2012

The Board received and noted the updated brief regarding the Quality Systems Assessment and RESOLVED that Dr Barry Catchlove would represent the Board when the Clinical Excellence Commission visit in April 2012.

11.2 Letter – H11/73760 Local Health District Boards Insurance and Indemnity Arrangements

The Board received and noted the letter regarding the Local Health District Boards Insurance Indemnity Arrangements.

11.3 Australian National Audit Office (ANAO) Better Practice Guide on Public Sector Audit Committee

The Board received and noted the information provided by Mr Michael Clark, Director, Internal Audit regarding the Australian National Audit Office Better Practice Guide on Public Sector Audit Committee.

The Board RESOLVED that the Chair, Audit and Risk Committee would be invited to a future Board meeting.

11.4 Letter – Dr Michael Spence, Vice-Chancellor and Principal, University of Sydney – Centre for Obesity, Diabetes and Cardiovascular Disease

The Board received and noted the letter from Dr Michael Spence regarding the Centre for Obesity, Diabetes and Cardiovascular Disease.

11.5 Brief – Green Square Town Centre Social and Community Infrastructure Working Group

The Board received and noted the Green Square Town Centre Social and Community Infrastructure Working Group brief.

12. General business

The Board noted that there was no general business.

13. Next meeting

The next meeting of the Sydney Local Health District Board will be held on Monday 12 December 2011 from 8:30am – 10:30am at Canterbury Hospital.

The meeting closed at 10:40am.



The Hon. Ron Phillips
Chair

12-12-2011

Date