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Health
NSW GOVERNMENT | Sydney Local Health District

Sydney Local Health District

Seventeenth Meeting of the Board

Date: Monday 17 December 2012

Time: 8:30am – SLHD Board Meeting

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
Dr Thomas Karplus, Member
Dr John Daniels, Member

Apologies
Prof. Paul Torzillo AM, Member

In attendance
Ms Dawn Farrell, Secretariat

2. Welcome and introductions

The Chair welcomed Members to the seventeenth 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 12 November 2012 were moved and seconded.

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

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5. Matters arising from the previous minutes

5.1 Action sheet

The Board considered the following items complete:

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.	Completed
12 November 2012		
7.– CE's Report	A 12 month Financial Performance Budget Graph to be included in CE's report to Board. A table demonstrating the financial performance has been included in the CE's report.	Completed
12 November 2012		
10.7 – Revenue Enhancement Committee	Committee's Terms of Reference to be provided to the Board. A copy of the Revenue Enhancement Committee's Terms of Reference are included in this meetings Board Papers. Terms of Reference noted and approved by the Board.	Completed

The Board considered the following items incomplete:

Agenda Item	Action	Outcome
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. Ministry to confirm 2005 report re ED Activity increases can be released to SLHD. Details re figures also being provided by the George Institute.	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	Audit and Risk – CE considering how to report to the Board re this report. Draft report submitted to Audit and Risk included in CE Report.	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. **Chair's Report**

The Hon Ron Phillips provided the Members with a verbal report in relation to the NSW Ministry of Health – Local Health District Chair's Committee Meeting held in November.

7. **Acronyms and Financial Classification Codes.**

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

8. **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 – November 2012.

   The Board received and noted the SLHD Board reporting pack – November 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 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.

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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 Martin 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.

(ix) Community Health

The Board received and noted the Community Health report.

(x) Population Health

The Board received and noted the Population Health report.

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8. **Matters for approval / resolution**

    8.1   Request to amend the Delegations Manual.

           The Board received and noted the amendments to the SLHD Delegations Manual.

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 10 December 2012.

    9.2   Education and Research Committee

           The Board received and noted the unconfirmed minutes of the Education and Research Committee held on 7 December 2012.

    9.3   Communications Committee

           The Board received and noted the unconfirmed minutes of the Communications Committee held on 12 November 2012.

    9.4   Audit and Risk Committee

           The Board received and noted the unconfirmed minutes of the Audit and Risk Committee held on 23 November 2012.

    9.5   Health Care – Clinical Quality Council

           The Board received and noted the unconfirmed minutes of the Clinical Quality Council Committee meeting held on 28 November 2012.

    9.6   Health Care – Clinical Council

           The Board noted that the next meeting of the Clinical Council Committee is to be 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.

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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 7 November 2012.

10.2 PACS RIS Implementation Steering Committee

The Board noted that there was no meeting held for the PACS RIS Implementation Steering Committee in November 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 14 November 2012.

10.5 Funding Reform and Performance Committee

The Board received and noted the confirmed minutes of the Funding Reform and Performance Committee held on 8 November 2012 and the unconfirmed minutes of 22 November 2012.

10.6 Surgical Demand Committee

The Board received and noted the unconfirmed minutes of the Surgical Demand Committee held on 21 November 2012.

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 Director-General's advice regarding 2012 Premier's Awards for Public Service.

The Board received and noted the correspondence received from Director-General regarding the 2012 Premier's Awards for Public Service.

11.2 Letter from Mr Graeme Head, Public Service Commissioner regarding *People Matter* Employee Survey 2012 – Cluster and Agency Reports.

The Board received and noted the correspondence received from Mr Graeme Head, Public Service Commissioner regarding the *People Matter* Employee Survey 2012 – Cluster and Agency Reports.

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The Board congratulated the CE on the outstanding results of the Survey.

The Board requested that each Facility provide the CE with a copy of their Plan and that the CE provide a report in relation to Facility plans at the next Board meeting.

The Board approved that an article regarding the results of the survey and the continuing steps be published in HealthMatters.

11.3   Board Committee Structure.

The Board requested that the structure be amended to show that the Chronic Care Executive Steering Committee and Medical and Dental Appointments Advisory Committee meetings be moved to the line below.

11.4   Performance Indicators YTD October 2012.

The Board received and noted the Performance Indicators YTD October 2012 spreadsheet.

11.5   Audit Committee Report – September – November 2012

The Board received and noted the Audit Committee Report – September to November 2012.

11.6   Brief – Mental Health Service Intensive Outreach Team
Canterbury and Croydon Health Centres.

The Board received and noted the Brief regarding the Mental Health Service Intensive Outreach Team at Canterbury and Croydon Health Centres.

11.7   Revenue Enhancement Development Committee Terms of Reference

The Board received and noted the Revenue Enhancement Development Committee Terms of Reference.

11.8   Brief – Summary of NGO Annual Activity Reports for 2011/12

The Board received and noted the Brief regarding the summary of NGO Annual Activity Reports for 2011/12.

The Board requested that the CE provide a report to the next Board Meeting regarding "value for money" of NGO programs.

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11.9 MoH Surgical Dashboard

The Board received and noted the MoH Surgical Dashboard.

12. Other business

12.1 National Emergency Access Target Plans

– Brief re Strategies to meet the National Emergency Access Targets within SLHD for 2013.

– NEAT Plans RPA, Concord and Canterbury Hospitals

The Board received and APPROVED the National Emergency Access Target Plans for RPA, Concord and Canterbury Hospitals.

13. Next meeting

The next meeting of the Sydney Local Health District Board will be held on Monday 18 February 2013 at 8:30am at the Concord Medical Education Centre, Concord Hospital.

13.1 The Board ADOPTED the revised schedule of Meetings.

The meeting closed at 10:30am.

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The Hon Ron Phillips
Chair

18-02-2013
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Date