

The Sydney Children's Hospitals Network (Randwick & Westmead)	
Date	Wednesday, 6 April 2016
Time	8.30am – 11.00am
Location	Meeting Rooms A & B, Prince of Wales Randwick
Membership	<p>SCHN Board members Professor Christine Bennett AO (Chair) Mr Richard Alcock (Deputy Chair) Professor Louise Baur AM Dr Abby Bloom Mrs Joanna Capon OAM Mr Jack Ford Professor Adam Jaffe Mrs Renata Kaldor AO Mr David Nott Emeritus Professor Kim Oates AM Dr Robyn Shields AM Associate Professor Donna Waters Mr Jeremy Wright</p> <p>Ex officio invitees Dr Michael Brydon (Acting Chief Executive, SCHN) Dr Christopher Webber (MSC – SCH representative) Dr Ralph Cohen (MSC – CHW representative) Professor Les White AM (NSW Health Chief Paediatrician) Dr Mary McCaskill (Executive Medical Director, SCHN) Mr Brian Jackson (Director of Finance and Corporate Services, SCHN) Ms Cheryl McCullagh (Director Clinical Integration, SCHN)</p> <p>Attendees Ms Maryanne Lynch (Manager Executive Services, SCHN Board Secretariat)</p>
Secretariat Contact:	Manager Executive Services Sydney Children's Hospitals Network Ph: 9845 3637 mobile 0417 561 273

Minutes
Sydney Children's Hospitals Network Board Meeting
6 April 2016

ITEM	By Exception *	DESCRIPTION	RESPONSIBILITY	PAGE NO.	TIME	ACTION REQUIRED
1		Administrative Matters			5 min	For noting
		1.1 Welcome and Attendance	Chair	-		
		<p>1.1 Welcome and Attendance Chair</p> <p>Attendance: Professor Christine Bennett AO (Chair), Mr Richard Alcock (Deputy Chair), Mrs Joanna Capon OAM, Mr Jack Ford, Mrs Renata Kaldor AO, Mr David Nott, Emeritus Professor Kim Oates AM, Associate Professor Donna Waters, Mr Jeremy Wright and Professor Louise Baur AM</p> <p>Ex-Officio Invitees: Dr Michael Brydon (Acting Chief Executive), Ms Cheryl McCullagh (Director Clinical Integration – <i>in attendance</i>), and Mr Brian Jackson (Director Finance and Corporate Services), Professor Ralph Cohen (MSC Chair - The Children's Hospital at Westmead), and Dr Mary McCaskill (Executive Medical Director)</p> <p>The meeting was opened at 8.30am.</p> <p>Welcome to Ms Cheryl McCullagh, Director Clinical Integration and Mr Daniel Hunter, Chief Executive HealthShare</p>				
		1.2 Apologies	Chair	-		
		Dr Abby Bloom, Professor Adam Jaffe, Dr Robyn Shields AM, Professor Les White AM (noting that Professor White's tenure on the SCHN Board has concluded in light of his retirement as Chief Paediatrician)				
		1.3 Declaration of Conflicts of Interest	Chair	-		
		Nil conflicts declared				
2		Minutes and Action Items				
		2.1 Review of Minutes of meeting held on 2 March 2016	Chair		5 min	For approval
		The minutes of the meeting held 2 March 2016 were reviewed. Amendments to some items requested with the minutes otherwise accepted as a true and accurate record of the meeting.				
		2.2 Matters Arising from Previous Meeting			10 min	For noting
		2.2.1 Review of Action Table	Chair			

			<p>Bright Alliance: A “Topping out” ceremony occurred last week. Dr Brydon advised that discussions are ongoing regarding leasing however, construction is on track.</p> <p>Presentation on SCHN Website: to occur when presenting on Community Relations and Marketing remit at a later meeting</p> <p>Charity Status: is noted as an item for discussion as part of Business Arising</p> <p>Dr Brydon advised that there will be a RMH Telethon occurring on 8 October. This will support three charities.</p> <p>Update on NSW Kids and Families: will be discussed as part of Business Arising</p> <p>Paediatric: Update to be provided under item 6.1 - Chair's report</p>
3		Strategic Priority in Focus	
		3.1	Partnerships and Networks – Presentation from Mr Daniel Hunter, Chief Executive, HealthShare
			<p>Mr Daniel Hunter, Chief Executive HealthShare NSW provided an overview of the scope of works undertaken by HealthShare. This included a summary of the scale of support across NSW – for example, the linen and payroll services are the largest in the southern hemisphere.</p> <p>Mr Hunter summarised some key initiatives being piloted around food services. For example, a program where menu selections are undertaken via i-Pad so that ordering is done from larger selection of pre-packaged meals and delivered much sooner. Discussion ensued regarding the model in future for specialised services such as those at SCHN.</p> <p>Key aspects of the presentation:</p> <ul style="list-style-type: none"> • Pricing model • Warehousing model • Financial benefits over past five years – based on savings against decentralised structure • Non-financial benefits – finding efficiencies in processes • Customer satisfaction results • Looking ahead – strategies for future years <p>A query around Pandemic support, Corporate and Social Responsibility and ecologically sound production was raised with Mr Hunter advising that these elements do make up part of the procurement process.</p> <p>It was suggested that there be an annual meeting to support accountability and performance in signing agreements, similar to that currently available for finance directors. Mr Hunter advised that the accountability will develop over time and become evident through funding and pricing models. Pricing, quality performance and efficiency are reviewed each year with the plan being not to operate at a surplus; but to reduce pricing instead.</p> <p>Dr Brydon commented that HealthShare has been responsive to the needs of their customers (such as SCHN) and that there has been a significantly positive cultural shift over the period that Mr Hunter has been Chief Executive.</p>
4		Matters for Discussion	
		4.1	Patient Story – Liam: The power of the patient story
			<p>The patient story, focusing on adolescent patient Liam was shared with the Board. The advocacy for other kids and families by Liam's family was noted.</p> <p>Discussion regarding the impact of a patient story and the mechanisms in place to receive feedback and suggestions from families occurred with Dr Brydon advising that there are</p>

		<p>opportunities across the Network to improve this. Dr Brydon noted that in patient feedback, that clinical care had been usually rated highly but that other elements such as hotel services that do not rate as highly. He indicated that the Network’s response to issues raised has room for improvement.</p> <p>HCQC has an overview of engagement as well as high level reports regarding the consumer surveys. Ms McCullagh advised that there are now more responsive programs; volunteers are soliciting information and ‘in the moment’ responsiveness to gather the information on how we are going.</p>					
5		Matters For Information					
		5.1	Charity Status – Update from Steering Committee				
		<p>Mr Alcock provided an update regarding the meeting with SCHF Board representatives that occurred. Mr Jackson provided an update on the CHW Charity Status – the ACNC continues to hold on removing CHW from the register.</p> <p>Dr Brydon referred to papers around Kids Zero Cancer Initiative – SCHN will be supporting this and note that the clinicians and researchers involved in this are working well. This is a CCI major initiative over the next five years. The joint collaborative in fundraising can present some challenges and needs to be considered carefully.</p>					
		5.2	Office of Kids and Families update				
		<p>Dr Brydon provided an update on this matter. There will be a gap in the permanent Secretary role; Ms Koff is currently acting and thus discussions regarding NSW Kids and Families may be slightly delayed. There are a number of considerations at hand; resolution is making slow progress.</p>					
6		Standing Reports					
		6.1	Chair’s Report	Chair	-	5 min	For noting
		<p>The Board Chair provided a verbal update on the following areas:</p> <ul style="list-style-type: none"> ○ Secretary of NSW Health – Dr Mary Foley ended her tenure last week. Ms Koff is currently acting ○ Professor White’s Farewell – went well and a fitting tribute to Professor White ○ Council of Board Chair’s meeting where Professor Bennett presented (ACTION: To circulate slides to members). Minister was pleased with the reports of a positive culture shift in the space of collaboration between WSLHD and SCHN. ○ Chief Paediatrician role – it is confirmed that this will proceed to be recruited to. <p><i>A non-executive session will be held at 10.25am at the conclusion of set business</i></p>					
		6.2	Chief Executive’s Report	Chief Executive		5 min	For noting
		<p>Dr Brydon referred to the key aspects of the report, including:</p> <ul style="list-style-type: none"> • Targets – surgical: results have shown a slow improvement. There are notable areas that present challenges where clinical safety conflicted with timeliness. • Emergency Access targets – SCHN is performing reasonably well however there are a number of initiatives that should support improvement against targets • MEMORY strategy may impact on bed capacity in the coming months. eMM has had training delivered with roll out and go live on Monday, 11 April with 90% compliance rate for training. It is going well with testing to ensure that the system acts as expected. Funding: discussions are regular and each new project is reconsidered before progressing. • Public Service Commission – “People Matter” survey will be rolled out in April/May and 					

		<p>select questions from YourSay have been incorporated into this</p> <ul style="list-style-type: none"> • Westmead Precinct – this is progressing • Temporary Helipad – tenders have closed; challenges lie within delivery date for temporary helipad and the impact of this. Dr Brydon advised this is being worked through presently • Randwick campus – meetings are commencing – consultation on governance of this has occurred and it is anticipated that this will be a similar structure to that of the Westmead redevelopment • Paper regarding Innovation Hub – refer paper at Appendix B as part of Acting Chief Executive’s report (Professor Bennett declared a conflict given her role as an Advisor to McKinsey). Paper was developed by a steering group and noted. <p>Other topics were summarised verbally that were contained within the report.</p> <p>Mr Alcock raised queries regarding the CCI proposal and discussion ensued regarding the implications of the proposed agreement. ACTION: Board to support SCHN in negotiations</p> <p><i>Dr McCaskill excused herself from the meeting at 10.00am</i></p>		
		6.3 SCHN Performance Report – February 2016		
		<p>The performance report for January was circulated in the business papers and noted. Mr Jackson provided a verbal summary of the report. Service Level Agreements are being progressed.</p> <p><i>Mrs Capon excused herself from the meeting at 10.15am</i></p>		
7		Board Sub-Committee & Network Committee Minutes		
	*	7.1 Finance and Performance Committee – report for March and minutes of February		
		The report from the February Finance and Performance Committee meeting as well as the ratified minutes of the January meeting were circulated in the business papers and noted		
	*	7.2 Health Care Quality Committee – report for March and minutes of February		
		The report from the February Health Care Quality Committee meeting as well as the ratified minutes of the January meeting were circulated in the business papers and noted		
	*	7.3 Medical and Dental Appointment Advisory Committee – report for March		
		The report from the February Medical and Dental Appointments Advisory Committee meeting was circulated in the business papers and noted		
		7.4 Joint WSLHD and SCHN Redevelopment Committee		
		The minutes from the October 2015 meeting, ratified at the March meeting were noted.		
9		Details of Next Meeting		
		<table border="0"> <tr> <td> <p>Date and Location Wednesday, 4 May 2016 Level 4 Boardroom The Children’s Hospital at Westmead</p> </td> <td> <p>Strategic Focus for Future meetings May – Audit and Risk Management June – Financial Sustainability July – <i>no meeting</i> August – Infrastructure and Technology</p> </td> </tr> </table>	<p>Date and Location Wednesday, 4 May 2016 Level 4 Boardroom The Children’s Hospital at Westmead</p>	<p>Strategic Focus for Future meetings May – Audit and Risk Management June – Financial Sustainability July – <i>no meeting</i> August – Infrastructure and Technology</p>
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