

The Sydney Children's Hospitals Network (Randwick & Westmead)	
Date	Wednesday, 5 April 2017
Time	8.30am to 11.30am
Location	Level 9 Boardroom, Bright Alliance, Randwick
Membership	<p>SCHN Board members Professor Christine Bennett AO (Chair) Professor Louise Baur AM Dr Abby Bloom Mrs Joanna Capon OAM Mr Jack Ford Mrs Renata Kaldor AO Mr David Nott Emeritus Professor Kim Oates AM Dr Robyn Shields AM Professor Donna Waters Mr Jeremy Wright Mr Bruce MacDiarmid Emeritus Professor Les White AM</p> <p>Ex officio invitees Dr Michael Brydon (Chief Executive, SCHN) Dr Christopher Webber (MSC – SCH representative) Professor Ralph Cohen (MSC – CHW representative) Dr Mary McCaskill (Executive Medical Director, SCHN) Mr Brian Jackson (Director of Finance and Corporate Services, SCHN) Dr Matthew O'Meara (Acting Chief Paediatrician) Mr Duncan Makeig (Sydney Children's Hospital Foundation – Observer)</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
5 April 2017

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 Bruce MacDiarmid, Mrs Renata Kaldor AO, Mrs Joanna Capon OAM, Mr Jack Ford, Mr Jeremy Wright, Professor Donna Waters, Emeritus Professor Kim Oates AM, Dr Abby Bloom, Mr David Nott, Emeritus Professor Les White AM, Dr Robyn Shields AM</p> <p>Ex-Officio Invitees: Dr Michael Brydon (Chief Executive SCHN), Dr Christopher Webber (MSC – SCH Representative), Mr Brian Jackson (Director Finance and Corporate Services, SCHN), Professor Ralph Cohen, Dr Mary McCaskill (Executive Medical Director, SCHN) and Dr Matthew O'Meara (Acting Chief Paediatrician)</p> <p>The meeting was opened at 8.30am.</p> <p>Welcome to Professor Ian Jacobs, President and Vice- Chancellor UNSW, Mr Mark Stewart, Head of Fundraising and Ms Gilly Paxton, Director Community Relations and Marketing</p>				
		1.2 Apologies	Chair	-		
		Professor Louise Baur AM				
		1.3 Declaration of Conflicts of Interest	Chair	-		
		Nil				
2		Minutes and Action Items				
		2.1 Review of Minutes of meeting held on 1 March 2017	Chair		5 min	For approval
		The minutes were accepted as a true and accurate record of the meeting with amendments made.				
		2.2 Matters Arising from Previous Meeting			10 min	For noting
		2.2.1 Review of Action Table	Chair			
		Item 5.1 (03.12.14) Actions arising – Bright Alliance leasing is still under discussion;				

		<p>financial considerations around the fact that SCHN is a lessee.</p> <p>Item 5.1 (04.03.15) A briefing paper to be prepared on the SCHN website from Director Community Relations and Marketing</p> <p>Item 5.1 (04.03.15) The matter pertaining to Fundraising will be addressed during this meeting (05.04.17)</p> <p>Item 2.1 (01.03.17) Board minutes - Refer briefing tabled; discussion ensued</p> <p>Item 4.1 (01.03.17) Cardiac Services – there has been two meetings held to date. Further status updates by exception.</p>
3		Work Health and Safety
	3.1	WHS reporting
		<p>A summary and overview was provided to Board members with the first quarterly report being presented in May.</p> <p>The report was NOTED.</p>
4		Strategic Priority in Focus – Fundraising and Sustainability
	4.1	SPHERE and Academic Health Partnership
		<p>Dr Brydon introduced Professor Jacobs, President and Vice-Chancellor UNSW and Chair of SPHERE.</p> <p>UNSW has had a long association with SCH and supported SCHN component of the Bright Alliance building with naming rights allocated on Level 8.</p> <p>SPHERE (Sydney Partnership for Health, Education, Research and Enterprise) is a collaboration between leading experts in health, research and education sectors and aims to develop new and innovative ways to deliver better healthcare for communities in NSW. SPHERE launched last week; a very exciting part of Sydney Health Partners, established around 18 months ago.</p> <p>Professor Jacobs referred to clinical academic streams which were accredited. Chronic Childhood Illness and Determinants of Health were two such streams.</p> <p>In relation to the Randwick health Precinct, Professor Jacobs commented that the potential for change is great, and there is a major economic benefit in realising the potential available on the site.</p> <p>Professor Bennett noted that the SCHN seeks to work closely with UNSW and other key partners. Pushing hard and constructively for the development of the precinct. Dr Brydon reflected on the opportunities available and to work towards securing these for the future.</p> <p>The Board NOTED the advice from Professor Jacobs</p>
	4.2	Fundraising
		<p>Mr Mark Stewart and Ms Gilly Paxton presented the Fundraising Strategy and progress to date.</p> <p>Mr Stewart provided a summary of the key aspects of fundraising at CHW including benchmarking data.</p>

		<p>Professor Bennett noted the amount of hard work and commitment to achieving excellent results.</p> <p>Dr Brydon noted how valuable Ms Paxton has been on the executive with the community and organisational communications as well as Mr Stewart in how positively and professionally he had engaged with all fundraising matters.</p> <p>The Board NOTED the summary provided by Mr Stewart and Ms Paxton</p>
5		Matters for Discussion
		5.1 Accreditation
		<p>Briefing provided in business papers noted. Dr Brydon stated that the overall the result is pleasing and indicative of the effort of SCHN. Previous recommendations were all closed. 14 new recommendations were made. Two AC90 matters were noted.</p> <p>Thanks and appreciation were extended to the Clinical Governance Unit for their efforts as well as other SCHN staff overall. It was noted that Professor Bennett and Professor Waters met with the Surveyors during Accreditation.</p> <p>The Board NOTED the briefing and advice provided by Dr Brydon.</p>
		5.2 Foundation
		<p>Dr Brydon referred to the briefing circulated in the business papers. Dr Brydon has met with the Secretary of Health. There are some final aspects to be resolved, noting that the Audit and Risk Management Committee held an extraordinary meeting to discuss the relevant risk issues.</p> <p>Mr Nott has worked with Mr Jackson on this matter and reviewing risks.</p> <p>SCHF Board at its next meeting is continuing due diligence and seeks to move forward. Professor Bennett will contact Mr Makeig regarding Foundation discussions.</p> <p>Board RESOLVED to enter final negotiations for this transition. The Board expressed their thanks to Messrs Nott, Jackson and Alcock.</p>
		5.3 Delegation Manual
		<p>A briefing was circulated in the business papers as well as the Delegation Manual. Comments from members were noted.</p> <p>ACTION: Dr Brydon to take on notice matters pertaining to the sign off process. Mr Jackson to review what discretion is available regarding level of devolution especially to Tier 2 and cost centre managers.</p> <p>Board recommended to endorse. The Board provided their ENDORSEMENT.</p>
5		Matters For Information
		6.1 Generators
		<p>A briefing was provided in the business papers. Mr Jackson advised that protection settings required readjustment, with further testing being required. Mr Jackson noted that external advice had been also received.</p> <p>Dr Brydon noted that there needed to be consideration around the Precinct issues and working in this space moving forward.</p>

6						
Standing Reports						
		7.1	Chair's Report	Chair	-	5 min For noting
		<ul style="list-style-type: none"> - Minister and Premier has visited SCH regarding parking for patients; opportunity to engage with the Premier and Minister noted - Council of Board Chairs meeting; a few new Board Chairs as a result of recent legislative changes and the Chair's presentation on Quality and Safety was well received. 				
		7.2	Chief Executive's Report	Chief Executive		5 min For noting
		<p>Dr Brydon referred to the Chief Executive's report for April. Key aspects of the report are:</p> <ul style="list-style-type: none"> - Light Rail – access to ED, continuing discussion regarding signage for access - Randwick campus access – already there are traffic pressures well before future influx of construction vehicles - Premier visit on 18 April to officiate at the Bright Alliance opening - ACTION: Chair to write on behalf of Board to Catherine Berman re: Woman of the Year recognition - Digital Health matters – outstanding achievements from the Clinical Integration team - Helipad test flights conducted on Tuesday, 4 April. Helipad operating safe and well - Bear Cottage; Premier visit on Sunday, 2 April to announce funding for young adults with life limiting illnesses to create an adult hospice. - Attended the former Minister for Health, Mrs Jillian Skinner's farewell - Westmead Innovation Hub – preliminary discussions being held 				
		7.3	SCHN Performance Report – March 2017			
		<p>The briefing was circulated in the business papers and was noted. Concerns raised from clinicians in relation to some performance metrics; noting current activity. This is still being worked on.</p> <p>ACTION: The mid-Staffordshire Report summary to be circulated for information.</p>				
7						
Board Sub-Committee & Network Committee Minutes						
	*	7.1	Finance and Performance Committee – report for March 2017 and Minutes for February 2017			
		Noted				
	*	7.2	Health Care Quality Committee – report for March 2017 and minutes for February 2017			
		Noted				
	*	7.3	Medical and Dental Appointment Advisory Committee – report for March 2017			
		Noted				
10						
Details of Next Meeting						
		Date and Location Wednesday, 10 May 2017 Level 9 Bright Alliance Building Randwick		Strategic Focus for Future meetings April -		