

The Sydney Children's Hospitals Network (Randwick & Westmead)	
Date	Wednesday, 7 June 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 Bruce MacDiarmid Mr David Nott Emeritus Professor Kim Oates AM Dr Robyn Shields AM Professor Donna Waters Mr Jeremy Wright 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>
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Minutes
Sydney Children's Hospitals Network Board Meeting
7 June 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), Professor Louise Baur AM, Dr Abby Bloom, Mr Bruce MacDiarmid (via teleconference), Mr David Nott, Emeritus Professor Kim Oates AM, Professor Donna Waters, Emeritus Professor Les White AM</p> <p>Ex-Officio Invitees: Dr Michael Brydon, Dr Christopher Webber, Dr Mary McCaskill, Mr Brian Jackson, Dr Matthew O'Meara, Mr Duncan Makeig (via teleconference).</p> <p>Welcome to Ms Debra Cutler, Director Nursing, Midwifery and Education SCHN presenting on item (4.1) Education.</p>				
		1.2 Apologies	Chair	-		
		Mrs Joanna Capon OAM, Mr Jack Ford, Dr Robyn Shields AM, Mr Jeremy Wright, Mrs Renata Kaldor AO and Professor Ralph Cohen				
		1.3 Declaration of Conflicts of Interest	Chair	-		
		<p>Nil declared. Discussion ensued regarding the recent forms sent to members around the Declarations of Conflicts of Interest. Action: current standing of declarations made to members.</p> <p>Professor Bennett advised that Mr MacDiarmid has kindly accepted the role as the Chair of Finance and Performance Committee.</p>				
2		Minutes and Action Items				
		2.1 Review of Minutes of meeting held on 10 May 2017	Chair		5 min	For approval
		The minutes of the May meeting were reviewed with amendments noted. The minutes were 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 Lease discussions –Mr Jackson referred to the progress of these discussions. Professor Bennett will refer to relevant stakeholders as required.</p> <p>Website – noted</p> <p>Offsite – Bear Cottage visit to be finalised and Board meeting at NETS (later in the</p>				

			year).
3		Work Health and Safety	
		3.1	WHS reporting
		<p>Dr Brydon referred to the input from Dr Bloom and expressed his thanks for her contributions. Dr Brydon summarised the report in the business papers; noting there are no new significant matters.</p> <p>Dr Bloom provided a summary of a workshop that was recently attended with attendees from across Australia including NSW Health. There was an indication that the Ministry are undertaking some work in relation to this and SCHN will await further developments. Action: Dr Brydon will discuss with the Director Workforce.</p>	
4		Strategic Priority in Focus – Education	
		4.1	Education Portfolio
		<p>Ms Debra Cutler presented on the SCHN Education and Training Service and will present the Strategic Plan for Education and Training in September 2017. The key points covered:</p> <p>Performance metrics in relation to mandatory training for SCHN staff and progress to date. Ms Cutler referred to efforts undertaken to identify where there were barriers to meeting the benchmark and the success to date in exceeding this. Ms Cutler summarised the initiatives that are in place for other training and education and the results of these efforts and the level of engagement from all disciplines as well as collaboration with other stakeholders such as WSLHD in relation to the Education Grand Rounds. The introduction of ‘buddy groups’ for new nursing graduates to encourage the view of ‘one Network’ has been well evaluated by the participants and SCHN staff.</p> <p>Simulation Training: a summary of the initiatives developed in the simulation centre was noted. Education and training for the wider healthcare community and a summary on the key initiatives including a Kids Closer to Home Project.</p> <p>Partnering to achieve best student outcomes including clinical student placement agreements with 24 education providers including universities, private colleges and TAFEs.</p> <p>Professor Baur referred to the greater level of linkage between universities and teaching hospitals in order to develop the new workforce; the partnerships are critical. The Westmead Precinct provides opportunities to look at joint training in the future.</p> <p>Discussion around different modes of learning for clinical staff where there are similarities in what is being taught.</p> <p>Dr Bloom referred to the report tabled by Ms Cutler in relation to the UK Study Tour and commended the comprehensive nature of this report.</p> <p>Dr Brydon referred to the Diploma of Child Health currently jointly delivered with the University of Sydney ; advising that there are likely to be several changes to the framework and qualification.</p>	

5		Matters for Discussion					
		5.1	SCHN Strategic Plan				
		Dr Brydon referred to the briefing and graph contained in the business papers. Discussion regarding the feedback and what this is indicating ensued.					
6		Matters For Information					
		6.1	Patient Story				
		<p>Dr Brydon referred to the patient story video regarding the management of a child within another Local Health District and ultimately referred to the Network. The family have worked with the Clinical Excellence Commission to promote the REACH strategy (Recognise, Engage, Act, Call for Help, Help is on its way). Failure to recognise and failure to escalate have been found to be root causes of some catastrophic incidents</p> <p>Dr Brydon referred to the SCHN results in early recognition of the deteriorating patient noting that fewer unexpected resuscitations are occurring on the ward</p>					
6		Standing Reports					
		7.1	Chair's Report	Chair	-	5 min	For noting
		<ul style="list-style-type: none"> - Professor Bennett provided a summary of recent events and activities as well as meetings with key stakeholders. Key points were: - Progress of Foundation options - Attendance at the Paediatric Board Meeting and recruitment of the Executive Director - Discussions with the Independent Chair of the Audit and Risk Committee - Dr Brydon referred to discussions with the Ministry regarding Risk Management. 					
		7.2	Chief Executive's Report	Chief Executive		5 min	For noting
		<ul style="list-style-type: none"> - Dr Brydon provided a verbal summary of the key items covered in the CE report for May. The report's key aspects were: - Light Rail - Network performance - Advancements in IT - Mental Health best practice - CHW Helipad o 					
		7.3	SCHN Performance Report – May 2017				
		The report provided in the business papers was noted. Mr Jackson referred to the commissioning of the new NETS location.					
7		Board Sub-Committee & Network Committee Minutes					
	*	7.1	Finance and Performance Committee – report for May 2017 and Minutes for April 2017				
		The report and minutes included in the business papers were noted.					
	*	7.2	Health Care Quality Committee – report for May 2017 and Minutes for April 2017				
	*	7.3	Medical and Dental Appointment Advisory Committee – report for May 2017				
10		Details of Next Meeting					

Date and Location

Wednesday, 2 August 2017
SCHN Boardroom, Level 9
Bright Alliance Building
Randwick

Strategic Focus for Future meetings

July – no meeting
August – Financial Sustainability (Randwick)
September – to be confirmed