

The Sydney Children's Hospitals Network (Randwick & Westmead)	
Date	Wednesday, 1 November 2017
Time	8.30am to 11.30am
Location	Boardroom, The Children's Hospital at Westmead
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
1 November 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), Dr Abby Bloom, Mrs Joanne Capon OAM, Mr Jack Ford, Mrs Renata Kaldor AO (via teleconference), Mr Bruce MacDiarmid, Mr David Nott, Emeritus Professor Kim Oates AM, Professor Donna Waters, Mr Jeremy Wright, Emeritus Professor Les White AM</p> <p>Ex-Officio Invitees: Dr Michael Brydon, Professor Ralph Cohen, Mr Brian Jackson, Dr Matthew O'Meara and Dr Chris Webber</p> <p>Welcome to Professor David Winlaw (Senior Cardiothoracic Surgeon) and Dr Donald Hannah (Senior Anaesthetist) along with Dr Emma McCahon (Director Clinical Operations) to discuss Service Delivery. Dr Brydon referred to the background of this matter; Medical Staff Council discussions around access, patient care and service delivery. Dr Brydon noted that there have been improvements over time as a Network and a sustained effort has been made in addressing patient needs and access. However significant issues remain and these have been exacerbated by the recent winter surge in activity.</p>				
		1.2 Apologies	Chair	-		
		Professor Louise Baur AM, Dr Robyn Shields AM, Dr Mary McCaskill, Mr Duncan Makeig				
		1.3 Declaration of Conflicts of Interest	Chair	-		
		Nil				
2		Minutes and Action Items				
		2.1 Review of Minutes of meeting held on 4 October 2017	Chair		5 min	For approval
		The minutes of the Board meeting held on 4 October 2017 were accepted as a true and accurate record.				
		2.2 Matters Arising from Previous Meeting			10 min	For noting
		2.2.1 Review of Action Table	Chair			

			Cardiac services – not complete as yet; updates to the Board. Dr Brydon is referring this to the February meeting for an update.
3		Work Health and Safety	
		3.1	WHS reporting (quarterly and monthly reporting)
			The reports for both the quarter and month were noted; with some significant achievements in this area.
4		Strategic Priority in Focus – Annual Public Meeting	
		4.1	2017 Annual Public Meeting
			The 2017 Annual Public Meeting will take place immediately following this Board meeting.
5		Matters for Discussion	
		5.1	Patient Story
			Professor Ralph Cohen referred to the patient story provided for Board members. Professor Cohen referred to the journey of one family in particular and the impact of surgical cancellations on a family and patient. The patient was subsequently treated within the agreed framework between the Network and other service providers; a decision made in consultation between the clinician and family.
		5.2	Service Delivery
			In the context of item 5.1, Professor Cohen referred to ongoing discussions from the Medical Staff Councils (MSC) around the provision of appropriate and timely care for patients across the Network. Professor Cohen referred to the papers provided to Board members arising from the CHW MSC including resolutions. Professor David Winlaw provided examples of where there is excellence across the Network, reflecting on the collaboration that occurs. The matters presented to the Board refer to a need to ensure there is consistency in meeting the needs of the patient, the expectations of the community and taking action with proposed solutions. This will require efficient ways of working and new resources. Some challenges that the Network faces relate to matters where more complex interventions are required which creates a further challenge in access for some patients to various treatment pathways especially those involving ICU. It is agreed by clinicians across the Network that a prioritisation of initiatives is an important step. Dr McCahon referred to population growth data, occupancy rates and uniqueness of the sites across the Network. It is agreed that there are opportunities for improvement in relation to patient access noting there have been strategies engaged including the establishment of a Working Group under the facilitation of Mr Craig Lawn. Professor Bennett noted the importance of working collectively and collaboratively to achieve outcomes. Discussion ensued with Dr O'Meara providing a summary of observations arising from site

		<p>visits across NSW. Dr Brydon noted that a key aspect of developing strategies is to ensure that the Network redevelopment opportunities, future-proofed the organisation (i.e.: ensuring infrastructure is appropriate for needs now and into the future).</p> <p>There was recognition of both national and international counterparts seeking to develop innovative ways to address similar matters.</p> <p>Professor Bennett expressed her appreciation and thanks for the presentation.</p> <p>ACTION: The Board endorsed the work of the Working Group and expressed their support for this critical work noting the significance of the challenges presently faced by the Network. The Board endorsed an Audit and Risk Management approach for strategic oversight via the ARC.</p>					
		5.3	Proposed Sub-Committee of the Board – Capital Works Sub Committee				
		<p>Mr Ford referred to the proposal for the Capital Works Sub-Committee and sought endorsement from the Board for the establishment of this Committee, Charter and membership. It was agreed that the Committee’s remit would cover both campus redevelopments.</p> <p>ACTION: Amendments to be made, adding capacity of Board Chair to attend and expansion of membership term to three years initially.</p> <p>Mr Ford referred to the report from the meeting, summarising the key aspects of the discussions.</p> <p>The Board endorsed the formalisation of the Capital Works Sub Committee.</p>					
		5.4	SCHF Foundation Due Diligence				
		<p>Dr Brydon referred to the Working Party that has been established and work is continuing around a range of matters to support this transition.</p>					
6		Standing Reports					
		6.1	Chair’s Report	Chair	-	5 min	For noting
		<p>- Professor Bennett noted that Paediatric is gaining momentum; appointment of Executive Officer has been undertaken. The Chair’s first consultative approval to government around a combined approach to funding has been issued. Dr Brydon provided further context to this opportunity. Further advice will be provided to Board members when it is available.</p>					
		6.2	Chief Executive’s Report	Chief Executive		5 min	For noting
		<p>- Dr Brydon referred to key aspects of the CE report including the Diploma of Child Health, Innovation and Quality Awards, Research achievements, IT integration, Capital Works, Innovation and fast rail works with optimisation of the Westmead Precinct.</p>					
		6.3	SCHN Performance Report – September 2017				
		<p>The report was noted.</p>					
7		Board Sub-Committee & Network Committee Minutes					
	*	7.1	Finance and Performance Committee – report for October 2017 and minutes for September 2017				
		<p>The report was tabled to Board members.</p>					

		<p>Dr Brydon provided context to the discussions that have been occurring between the Network and the Ministry. Mr MacDiarmid supported this view, noting that the Finance and Performance Committee serves to underscore these matters and actions required.</p> <p>Staff Performance Reviews will be reported regularly to the Finance and Performance Committee.</p>	
	*	7.2	Health Care Quality Committee – report for October 2017 and minutes for September 2017
		The report and minutes were noted.	
	*	7.3	Medical and Dental Appointment Advisory Committee – report for October 2017
		The report circulated in the business papers was noted.	
10		Details of Next Meeting	
		<p>Date and Location Wednesday, 6 December 2017 Level 9 Boardroom Bright Alliance Randwick</p>	<p>Strategic Focus for Future meetings December – Strategy</p>