

ITEM No. 2.1

**Women's & Children's Health Care Network
BOARD OF DIRECTORS**

Minutes of Meeting

Thursday 22nd January, 1998
Board Room - Royal Children's Hospital

PRESENT:

Mrs. Lyndsey Cattermole	Chairman
Mrs. Elizabeth Chernov	Deputy Chairman
Mr. Bill Conn	Deputy Chairman
Mr. Barry Gilbert	Treasurer
Professor Joan McMeeken	
Mr. Bill White	
Dr. John de Campo	Chief Executive Officer

Sign Copy

IN ATTENDANCE:

Ms. Jan Bell	Executive Director (Nursing)
Professor Glenn Bowes	Executive Director (Medical)
Professor Peter Smith	Stevenson Professor of Paediatrics
Professor Graeme Barnes	Scientific Director RCH Research Institute
Professor Bob Williamson	Director Murdoch Institute
Ms. Lucy Cuddihy	Div. Director (Nursing) Specialist Services RCH
Professor Henry Ekert	Div. Director (Medical) Division of Medicine RCH

1. APOLOGIES

Mr. Alan Studley	Executive Director (Corporate Services)
Professor Ulla Waldenstrom	Professor of Midwifery
Professor Michael Quinn	Chairman Senior Medical Staff RWH
Dr. Colin Robertson	Chairman Medical Staff Association RCH

2. WOMEN'S & CHILDREN'S HEALTH CARE NETWORK**2.1 MINUTES FROM PREVIOUS BOARD MEETING (18/12/98)**

The Board resolved to accept the minutes of the previous meeting.

2.2 BUSINESS ARISING

Mr. Browne in attendance to present report.

2.2.1 Industrial Relations

Mr. Browne presented a report of current industrial relations matters affecting the Network. In particular, Mr. Browne outlined theatre

rostering issues and the arrangements for the transfer of nursing staff from Frances Perry House across to HCoA on 1 February 1998.

Mr. Millman in attendance to present report.

2.2.2 Frances Perry House

Mr. Millman reported that the contract with HCoA had been signed and payment received. He outlined the progress of upgrades and relocations occurring throughout the Hospital as part of the redevelopment. Some adverse press had been received as a result of the noise of construction. The opening of Frances Perry House was scheduled for 1 February, however a delay of one week had been requested.

2.3 NETWORK PRIORITIES 1997/98

Dr. de Campo reviewed the progress of Network priorities for 1997/98. An update of Hub/Spoke discussions with other organisations was reported. It was noted that although Dental Health Services preferred a more independent arrangement, this Network had indicated its preference for a single governance system, especially from a clinical perspective. Dr. de Campo described the success of the Royal Children's Hospital in the "improving performance" aspect of the periodic review by ACHS. The report of the Accreditation Survey at RWH would be forthcoming. On behalf of the Board of Directors, the Chairman indicated her formal congratulations to both Hospitals for their excellent performance.

2.3.1 LSL Liability Plan (C2)

The LSL Liability Plan had not yet been completed (as indicated on the circulated Network Priorities list). A new target date for completion was set for 28 May 1998.

2.4 OTHER BUSINESS

2.4.1 Year 2000 Update

A brief update was reported and it was noted that an action plan to address the previously outlined issues would be presented at the February meeting of the Board.

2.4.2 Former Patient Concern (*tabled item*)

The CEO informed the Board about a complaint/concern raised by a former patient (UR No. **REDA** affecting the patient's stay in the Royal Children's Hospital during the early 1980's. The persons who were the subject of the patient's concern are no longer involved with the organisation. The Chairman has been fully briefed and all correspondence has been placed with Phillips Fox Solicitors.

3. FINANCIAL REPORTS

Mrs. Green in attendance to present report.

3.1 NETWORK FINANCIAL REPORTS

Mrs. Green outlined the Network budget deficit position for the Network was \$136K. The Casemix infrastructure grant had been received and was \$610K against a budget of \$800K.

The Western contract monies have been agreed at \$1.1M against a budget of \$953K, whilst an additional \$636K is due to be received from DHS directly, due to Training and Development grant being underfunded by DHS in the past. It was noted that the Network would directly approach the Health Department for outstanding teaching and research grant monies, which relate to previous North Western staff transferred to the employ of the Women's and Children's.

Network consolidated operating result for the month of December 1997 shows a surplus of \$1,675K, compared to a budgeted surplus of \$1,105K, a positive variance of \$570K. The positive variance of \$570K is mainly due to actual revenue being over target by \$1.1M whilst actual expenses being over budget by \$442K. It was noted that Nursing salaries are yet to impact for New Year and Easter.

RCH showed an operating surplus of \$1,533K year to date, \$119.2K more than its budgeted surplus and RWH showed a year to date operating surplus of \$377.0K compared to a budgeted deficit of \$257.7K, a positive variance of \$634.7K. The Satellite showed a deficit of \$25.7K year to date, compared to a budgeted deficit of \$51.4K, a negative variance of \$184.4K.

The Network trading position after six months after allocating the existing budget deficit shows the Network is reporting a surplus of \$1,242K compared to budgeted surplus of \$1,105K.

Although the Network operating result shows a positive variance of \$570K, the full year budget is still indicating a shortfall of revenue over planned expenditure of \$866.4K. Some cost saving strategies targeted at reducing this full year budget deficit are yet to be implemented.

3.2 EXECUTIVE SUMMARY OCTOBER 1997

The Executive Summary from the Hospital Highlights report October 1997 was noted for information.

4. REPORTS TO BOARD OF DIRECTORS

4.1 CHAIRMAN MEDICAL STAFF ASSOCIATION RCH

The report from the Chairman of the Royal Children's Hospital Medical Staff Association was noted for information

4.2 ACHS PERIODIC REVIEW REPORT

This item was discussed under Network Priorities (Item 2.3).

5. COMMITTEES**5.1 MEDICAL APPOINTMENTS ADVISORY COMMITTEE MINUTES**

The minutes of the Medical Appointments Advisory Committee held 18th December, 1997 were noted. The Board resolved to ratify the recommendations for appointment tabled at its previous meeting.

5.2 RWH ETHICS COMMITTEE AND MINUTES

The role of the RWH Ethics Committee, including the issue of involvement in clinical matters with ethical implications, was discussed. The minutes of the RWH Ethics Committee meeting held 3 December 1997 were noted.

5.3 RWH ANIMAL EXPERIMENTATION ETHICS COMMITTEE MINUTES

The minutes of the RWH Animal Experimentation Ethics Committee meeting held 11 November 1997 were noted.

6. ITEMS FOR SIGNING AND SEALING

The Board resolved to sign and seal the following item with the Common Seal of the Women's & Children's Health Care Network.

6.1 ESTATE OF DORIS MAY HATELEY**7. ITEMS FOR INFORMATION ONLY**

The following items for information were noted:

- 7.1 Casemix Weight/Funding Formula for Women & Children**
- 7.2 January 1998 Update**
- 7.3 Revised 1998 Meeting Times**
- 7.4 Investment Property Portfolio Review**
- 7.5 Superannuation Choice of Funds**
- 7.6 The Australian Financial Review 2/1/98 article**
- 7.7 Moss Estate / Equity Trustees newsletter**

8. DEPARTMENTAL VISIT

The Board visited the Social Work Department, Royal Children's Hospital, hosted by Ms. Jane Miller, Chief Social Worker.

9. MAJOR TOPIC DISCUSSION

Ms. Gayle Smith, Project Officer, Hospital Support Unit, RCH, presented a discussion on *Competitive Neutrality in Clinical Areas*.

10. LUNCHEON

Luncheon was served at 12.30pm in the Board Room and Annexe of the Royal Children's Hospital. Lunch guests included Ms. Jane Miller, Ms. Gayle Smith, Dr. Simon Young (recently appointed Network Director of Emergency Services), A/Prof. Mike South (Director of General Paediatrics and recently appointed Associate Professor) and Dr. John McNamara (Paediatrician and past Chairman Junior Medical Staff Committee RCH).

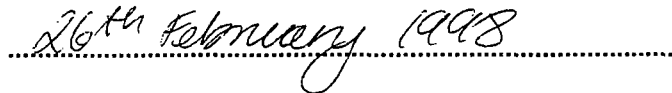
11. NEXT MEETING

*Thursday, 26th February, 1997, 8.30am to 12.30pm,
Board Room, The Royal Women's Hospital.*

Signed:

A handwritten signature in cursive script, reading "Lindsay Cattermole", written over a horizontal dotted line.

Date:

A handwritten date "26th February 1998" written in cursive script over a horizontal dotted line.

ITEM No. 2.1

**Women's & Children's Health Care Network
BOARD OF DIRECTORS**

Minutes of Meeting

Thursday 22nd January, 1998
Board Room - Royal Children's Hospital

PRESENT:

Mrs. Lyndsey Cattermole	Chairman
Mrs. Elizabeth Chernov	Deputy Chairman
Mr. Bill Conn	Deputy Chairman
Mr. Barry Gilbert	Treasurer
Professor Joan McMeeken	
Mr. Bill White	
Dr. John de Campo	Chief Executive Officer

IN ATTENDANCE:

Ms. Jan Bell	Executive Director (Nursing)
Professor Glenn Bowes	Executive Director (Medical)
Professor Peter Smith	Stevenson Professor of Paediatrics
Professor Graeme Barnes	Scientific Director RCH Research Institute
Professor Bob Williamson	Director Murdoch Institute
Professor Henry Ekert	Div. Director (Medical) Division of Medicine RCH
Ms. Lucy Cuddihy	Div. Director (Nursing) Specialist Services RCH

1. APOLOGIES

Mr. Alan Studley	Executive Director (Corporate Services)
Professor Ulla Waldenstrom	Professor of Midwifery
Professor Michael Quinn	Chairman Senior Medical Staff RWH
Dr. Colin Robertson	Chairman Medical Staff Association RCH

2. WOMEN'S & CHILDREN'S HEALTH CARE NETWORK**2.1 MINUTES FROM PREVIOUS BOARD MEETING (18/12/97)**

The Board resolved to accept the minutes of the previous meeting.

2.2 BUSINESS ARISING

Mr. Browne in attendance to present report.

2.2.1 Industrial Relations

Mr. Browne presented a report of current industrial relations matters affecting the Network. In particular, Mr. Browne outlined theatre

rostering issues and the arrangements for the transfer of nursing staff from Frances Perry House across to HCoA on 1 February 1998.

Mr. Millman in attendance to present report.

2.2.2 Frances Perry House

Mr. Millman reported that the contract with HCoA had been signed and payment received. He outlined the progress of upgrades and relocations occurring throughout the Hospital as part of the redevelopment. Some adverse press had been received as a result of the noise of construction. The opening of Frances Perry House was scheduled to for 1 February, however a delay of one week had been requested.

2.3 NETWORK PRIORITIES 1997/98

Dr. de Campo reviewed the progress of Network priorities for 1997/98. An update of Hub/Spoke discussions with other organisations was reported. It was noted that although Dental Health Services preferred a more independent arrangement, this Network had indicated its preference for a single governance system, especially from a clinical perspective. Dr. de Campo described the success of the Royal Children's Hospital in the "improving performance" aspect of the periodic review by ACHS. The report of the Accreditation Survey at RWH would be forthcoming. On behalf of the Board of Directors, the Chairman indicated her formal congratulations to both Hospitals for their excellent performance.

2.3.1 LSL Liability Plan (C2)

The LSL Liability Plan had not yet been completed (as indicated on the circulated Network Priorities list). A new target date for completion was set for 28 May 1998.

2.4 OTHER BUSINESS

2.4.1 Year 2000 Update

A brief update was reported and it was noted that an action plan to address the previously outlined issues would be presented at the February meeting of the Board.

2.4.2 Former Patient Concern (tabled item)

The CEO informed the Board about a complaint/concern raised by a former patient (UR No. 431103) affecting the patient's stay in the Royal Children's Hospital during the early 1980's. The persons who were the subject of the patient's concern are no longer involved with the organisation. The Chairman has been fully briefed and all correspondence has been placed with Phillips Fox Solicitors.

3. FINANCIAL REPORTS

Mrs. Green in attendance to present report.