

Minutes

SESLHD Board Meeting

Wednesday 25 November 2020

4pm – 7pm

Worrall Theatre, Level 1, Worrall Block, Sydney/Sydney Eye Hospital
and via videoconference and teleconference

Present and Apologies

Board Members:

- Mr Michael Still (Chair)
- Ms Patricia Azarias
- Ms Elli Baker
- Mr Jonathan Doy
- A/Professor Robert Farnsworth
- A/Professor Peter Gonski
- Dr Debra Graves
- Mr Liam Harte
- Dr Greg Levenston
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr
- Professor Allan Spigelman

In Attendance:

- Mr Tobi Wilson – Chief Executive
- Ms Eileen Albertini – Acting Director, Finance
- Ms Elizabeth Curran – Executive Director, Operations
- Dr Jo Karnaghan – Director, Clinical Governance and Medical Services
- Ms Kim Olesen – Director, Nursing and Midwifery Services
- Dr John Estell – Chair, Medical Staff Executive Council
- A/Prof Christopher White – Director, Research, SESLHD (*For Item F1 only*)
- Ms Lisa Altman – Director, Strategy, Innovation and Improvement, SESLHD (*For Item 3.1 only*)

Apologies:

Nil

Secretariat:

- Ms Nicole McGregor, Executive Officer to the Chief Executive and Board Secretary

Focus Areas

Focus Area 1: Research Funding Proposal

Invited guest: A/Prof Christopher White, Director, Research, SESLHD

The Board welcomed A/Prof Christopher White to the start of the Board meeting to give a presentation on a proposal for funding research priorities.

The following key points were addressed in the presentation:

- Priority areas for research expenditure include membership of the Sydney Partnership for Health, Education, Research and Enterprise (SPHERE), establishment of the role of chair of the Human Research Ethics Committee as a paid position, and procurement of the Clinical Trials Management System.
- A proposal for funding these priorities through restricted financial assets (RFAs) was put forward to the Board for consideration.

Discussion was held on the interest rates and investment options for RFAs and other bank accounts held by SESLHD.

Action: Director, Finance to provide further information on investment opportunities and interest rates for funds held by SESLHD.

The Board provided in-principle support for the proposal to fund research priorities via RFAs as outlined, and agreed that an update would be provided to the Board at the February 2021 meeting.

Action: Update on research funding proposal to be provided at the February 2021 Board meeting.

The Board requested further information on the research and clinical trials currently underway across SESLHD.

Action: Information to be provided on the research and clinical trials underway across SESLHD.

The Board thanked A/Prof White for his presentation and discussion with the Board.

Administration

1.1. Present and Apologies

The Board noted those present and the apologies received.

1.2. Declaration of Interests

Nil declarations of interest were noted.

1.3. Minutes of the SESLHD Board meeting held Wednesday 28 October 2020

Resolution 351

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 28 October 2020 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 26 October 2020

The minutes of the meeting of the Finance and Performance Committee held on Monday 26 October 2020 were noted.

1.5. Minutes of the Quality and Safety Committee meeting

Nil minutes to note.

1.6. Minutes of the Strategic and Community Partnerships Committee meeting

Nil minutes to note.

1.7. Minutes of the Audit and Risk Committee meeting held Friday 2 October 2020

The minutes of the meeting of the Audit and Risk Committee held on Friday 2 October 2020 were noted.

Discussion was held on a recent audit report related to work health and safety. The Chief Executive that a restructure of the Work Health and Safety team is underway as part of the process to improve governance and oversight of key issues.

The Board was advised that the Ministry of Health has developed a revised framework and templates for reporting of risks. It was noted that a presentation on this matter will be provided to the Audit and Risk Committee.

1.8. Actions

The Board noted the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 21 October 2020.

Standing Items**2.1 Board Chair Report**

The Board noted the report provided by the Board Chair.

2.2 Chief Executive Report

The Board noted the report provided by the Chief Executive.

2.3 Finance Report

The Chair of the Finance and Performance Committee, Chief Executive and Acting Director, Finance provided an update on the District's financial position for the month of October 2020, as detailed in the Financial Performance Summary Report.

2.3.1 2020/21 Service Agreement

The 2020/21 Service Agreement between SESLHD and the Secretary, NSW Health was provided to the Board for approval. The Chief Executive and Acting Director, Finance provided a presentation on the key features of the Service Agreement.

It was noted that spinal plastics services have been recognised as a highly specialised service through the Ministry of Health's annual process, and will be funded as such.

Key risks were discussed, including revenue performance and activity targets, particularly increased activity related to redevelopments.

Discussion was held on the District's full-year financial projection given the revised budget provided through the Service Agreement.

The Board resolved to approve the 2020/21 Service Agreement between SESLHD and the Secretary, NSW Health, with the inclusion of a cover letter to be provided to the Ministry of Health outlining key matters.

2.4 Operations Report

The Board noted the Operations Report provided in the meeting papers.

The Executive Director, Operations provided an update on the District's response to the COVID-19 pandemic and other key operational matters. The following key items were discussed:

- Elective surgery performance and the work underway across the District to reach performance targets. An update on work underway with private hospitals was provided.
- An update was provided on the work of the Rapid Aged Care Engagement and Preparedness Response (RACER) team, who are supported disability assisted living facilities in their COVID-19 planning.
- Discussion was held on the accreditation status for the intensive care unit at St George Hospital.
- An update was provided regarding paediatric cardiac services on the Randwick Campus.

2.4.1 COVID-19 Update

This item was noted as discussed in Item 2.4 above.

2.5.1 Integrated Performance Report

The Board noted the brief provided in the meeting papers and key performance indicator (KPI) performance for October 2020.

2.5.2 Performance Report from Ministry of Health

The Board noted the Performance Report from the Ministry of Health for the period April to June 2020.

Information was provided on the progress against key areas as raised in the brief provided.

The Chair of the Board Quality and Safety Committee requested further information be provided to the Quality and Safety Committee on the on the categories of hospital acquired complications for which Sutherland Hospital was rated as not performing.

Action: Further information be provided to the Quality and Safety Committee on the categories of hospital acquired complications for which Sutherland Hospital was rated as not performing in the Performance Report from the Ministry of Health for the period April to June 2020.

2.5.3 2019/20 Performance Letter from Ministry of Health

The Board noted the 2019/20 Performance Letter from the Ministry of Health.

2.6 Research Report

The Board noted this item.

2.7 Capital Works

The Board noted the report provided on capital works progress.

2.7.1 Randwick Campus Redevelopment Update

The Board noted the report provided on the Randwick Campus Redevelopment. It was noted that the redevelopment report will be extended to include all relevant facilities with redevelopments underway.

New Items

3.1 2021 Strategic and Business Planning Overview

The Board welcomed Ms Lisa Altman, Director, Strategy, Innovation and Improvement for a discussion on the 2021 strategic and business planning process.

As outlined in the paper provided, Ms Altman proposed a timeline to the Board for the strategy development process, which would commence in January with discussions with the executive team and Board, followed by engagement with key groups throughout the year ahead of the finalised strategy being presented at the 2021 SESLHD Annual Public Meeting.

It was noted that the development process will involve a rebranding from the 'Journey to Excellence' that has been in place since 2014. Discussion was held on the importance of ensuring alignment with key NSW Health and NSW Government priorities.

The Board thanked Ms Altman for her discussion with the Board.

3.2 SESLHD Board 2021 Meeting Schedule

The Board noted the proposed meeting schedule for 2021. Discussion was held on potential adjustments to the Board meeting schedule, including altered meeting duration, meeting frequency, the number and length of presentations, and the role of Board committees.

Discussion was also held on opportunities to engage with staff across the District throughout the year.

It was agreed that the Board Chair and Chief Executive would discuss the Board meeting schedule further, with discussion to be held at the Board Strategy Workshop in January 2021.

Action: Further discussion on the 2021 SESLHD Board Meeting schedule to be held between the Board Chair and Chief Executive, and at the Board Strategy Workshop in January 2021.

Discussion was held on the agenda and plan for the Board Strategy Workshop in January 2021. It was noted that the workshop will include a targeted session focused on the Board, including risk appetite, followed by a two hour session on the District's strategy, as discussed in Item 3.1 above.

3.3 Maternity service issues at the Royal Hospital for Women

The Board noted this item as discussed in the closed Board session.

3.4 Overview of Restricted Financial Assets

The Board noted the brief provided on restricted financial assets.

3.5 SESLHD 2019/20 Annual Financial Statements

The Board noted the audited 2019/20 SESLHD Annual Financial Statements.

Papers for Information

4.1 Recruitment Bulletin

The Board noted the Recruitment Bulletin provided in the meeting papers.

4.2 Our People – Heart of Caring Profile

The Board noted the staff member Heart of Caring Profile provided in the meeting papers.

Meeting Close

5.1 Business without notice

Nil raised.

5.2 Noting of Confidential Items

Parts of Item F1 were noted as confidential.

5.3 Date of next meeting:

Wednesday 24 February 2021

4pm – 7pm Board Meeting

Location / meeting mode to be confirmed

Meeting closed at 6.53pm.



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Signature

Michael Still

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Name

24 February 2021

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Date