

Minutes

SESLHD Board Meeting

Wednesday 26 September 2018

4pm – 7pm

Worrall Theatre, Level 1, Worrall Block, Sydney/Sydney Eye Hospital

Present and Apologies

Board Members:

- Mr Michael Still (Chair)
- Ms Patricia Azarias
- Mr Jonathan Doy
- Dr Debra Graves
- Dr Greg Levenston
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr
- Professor Allan Spigelman

In Attendance:

- Mr David Pearce – Acting Chief Executive
- Ms Kim Olesen – Director of Nursing and Midwifery Services
- Mr Peter Eaton – Acting Director of Finance
- Mr Todd Davies – Chair, Audit and Risk Committee (*via teleconference*) (*For item F1 only*)

Apologies:

- A/Professor Robert Farnsworth – Board Member
- A/Professor Peter Gonski – Board Member
- Mr Liam Harte – Board Member
- Dr Greg Kaufman – Chair of Medical Staff Executive Council
- Mr Mark Shepherd – Director of Programs and Performance

Secretariat:

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

Focus Areas

Focus Area 1: Discussion

Audit and Risk Update

Invited guest: Mr Todd Davies, Chair, Audit and Risk Committee, SESLHD

Mr Todd Davies, Chair of the SESLHD Audit and Risk Committee, attended part of the Board meeting via teleconference for a discussion with the Board on key matters related to the internal audit and risk portfolios.

The following key points were noted:

- Recent events in the Australian corporate sector have highlighted the importance of good processes and controls in organisations, and the importance of boards working closely with audit and risk committees.
- A risk strategy for the organisation is in development by the Chief Risk Officer, and a risk workshop with the Board has been proposed for November 2018.
- The program of internal audits is progressing well. Recruitment for the position of Director of Internal Audit is currently underway.

The Board discussed the governance of the different types of complaints across the organisation. It was noted that the Audit and Risk Committee has oversight of matters related to the Independent Commission Against Corruption (ICAC). Complaints related to clinical or quality matters are appropriately managed through the relevant channels.

Action: Brief to be provided to the Board on the governance of complaints management.

The Board discussed the announcement of a royal commission into aged care, and the potential impact on SESLHD.

The Board discussed legislative compliance and requested an update on progress of the piece of work that was initiated following the internal audit conducted in 2016.

Action: Brief to be provided to the Board on the progress of the legislative compliance project.

The Board thanked Mr Davies for his time in joining the Board for a discussion.

Focus Area 2: Discussion

Acting Chief Executive's Review

Mr David Pearce, Acting Chief Executive, provided an update to the Board on key matters across the District.

The following points were noted:

- The District remains committed to implementing the *SESLHD Journey to Excellence Strategy 2018-2021*. Work is underway to align business plans and strategies across the organisation.
- Plans are in place to address key vacancies across the organisation.
- An accreditation survey was recently conducted at both Prince of Wales Hospital and the Royal Hospital for Women. The formal reports on the accreditation surveys are yet to be finalised, however positive verbal feedback on the outcome of the survey was received.

The Board was advised that SESLHD has the following two finalists in the 2018 NSW Health Awards:

- South Eastern Sydney Mental Health First Aid Youth Program (for Delivering Integrated Care)

- Dr Catherine Clark from St George Hospital for her innovation in enhancing the capability of Radiation Oncology to deliver exemplary care to patients and carers. (For Staff Member of the Year)

Administration

1.1. Present and Apologies

The Board noted those present and the apologies received.

1.2. Declaration of Interests

Nil declarations of interests made.

1.3. Minutes of the SESLHD Board meeting held Wednesday 29 August 2018

Resolution 329

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 29 August 2018 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 27 August 2018

The minutes of the meeting of the Finance and Performance Committee held on Monday 27 August 2018 were noted.

The Board was advised that the Finance and Performance Committee received presentations on the Sensible Test Ordering of Pathology (STOP) project, and non-emergency patient transport (NEPT) at the August 2018 meeting.

1.5. Minutes of the Quality and Safety Committee meeting held Monday 6 August 2018

The Board noted the minutes of the Quality and Safety Committee meeting held on Monday 6 August 2018. The Board was advised that the Committee will hold further discussions on palliative care at a future meeting.

The Board discussed junior medical officer (JMO) wellbeing initiatives and requested further information on the JMO wellbeing survey results.

Action: Results of the JMO wellbeing survey to be provided to the Board with a brief on JMO wellbeing initiatives.

1.6. Minutes of the Community Partnerships Committee meeting

Nil minutes were available to note this month, however a verbal update was provided on the meeting held on Monday 10 September 2018. The Board was advised that the Committee continues to focus on addressing its two current priorities; loneliness and social isolation, and childhood obesity.

The Board discussed the range of stakeholders involved in addressing childhood obesity, and the need to coordinate initiatives for best results.

1.7. Minutes of the Audit and Risk Committee meeting held Friday 7 September 2018

The minutes of the meeting of the Audit and Risk Committee meeting held on Friday 7 September 2018 were noted.

Matters related to the Audit and Risk Committee were discussed as in Focus Area 1 above.

1.8. Actions

The Board reviewed the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 19 September 2018.

Standing Items

2.1 Board Chair Report

The Board noted the verbal update from the Board Chair.

2.2 Acting Chief Executive Report

The Board noted the verbal update provided by the Acting Chief Executive in Focus Area 2 above.

2.3 Finance Report

The Acting Chief Executive and Acting Director of Finance provided an update on the District's financial performance. The Board was advised of the financial challenges that are expected for the 2018/19 financial year.

The Board discussed the methodology by which the District is funded and the impact of being funded at below the state price for activity this financial year.

2.4 Key Performance Indicator (KPI) Report

The Board noted the Integrated Performance Report provided in the meeting papers.

2.5 Program Management Office (PMO) Report

The Program Management Office (PMO) Report was noted.

2.6 Teaching and Research

The Board noted the verbal update provided. The Board requested a progress update from the Director of Research on the implementation of the SESLHD Research Strategy.

Action: Progress update on the implementation of the SESLHD Research Strategy to be provided to the Board by the Director of Research.

2.7 Capital Works

The Board noted the information provided on capital works progress.

New Items
<p>3.1 Randwick Campus Redevelopment Update</p> <p>The Board noted the Randwick Campus Redevelopment Update papers provided.</p>
<p>3.2 Audit and Risk Committee Annual Report to the SESLHD Board</p> <p>The Board noted the Audit and Risk Committee Annual Report to the SESLHD Board.</p>
<p>3.3 Nursing and Midwifery Directorate initiatives</p> <p>The Board discussed the briefing provided on Nursing and Midwifery Directorate initiatives, including the 'Books for Babies' project held in August 2018, and the 10th anniversary of the Effective and Clinical Leadership Programs.</p>
<p>3.4 Governance and learnings for Local Health District Boards</p> <p>The Board noted and discussed the papers provided on governance and learnings for Local Health District Boards.</p>
Papers for Information
<p>4.1 Recruitment Bulletin</p> <p>The Board noted the Recruitment Bulletin provided in the meeting papers.</p>
<p>4.2 Our People – Heart of Caring Profile</p> <p>The Board noted the staff member Heart of Caring Profile provided in the meeting papers.</p>
Meeting Close
<p>5.1 Business without notice</p> <p>It was suggested that Board members be invited to participate in Leadership Walkarounds that occur across the organisation.</p> <p>Action: Board participation in Leadership Walkarounds to be considered.</p>
<p>5.2 Noting of Confidential Items</p> <p>Nil items noted.</p>
<p>5.3 Date of next meeting:</p> <p style="padding-left: 40px;">Wednesday 31 October 2018</p> <p style="padding-left: 40px;">4pm – 7pm Board Meeting</p> <p style="padding-left: 40px;">Prince of Wales Hospital</p>

Meeting closed at 6.40pm.



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Signature

Michael Still

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Name

31 October 2018

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Date