

Minutes

SESLHD Board Meeting

Wednesday 1 May 2019

4pm – 7pm

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

Present and Apologies

Board Members:

- Janet McDonald (Chair of the meeting)
- 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
- Mr Neville Mitchell
- Professor Allan Spigelman

In Attendance:

- Mr Tobi Wilson – Chief Executive
- Mr Peter Eaton – Director of Finance
- Ms Kim Olesen – Director of Nursing and Midwifery Services

Apologies:

- Mr Michael Still – Board Chair
- Ms Helene Orr – Board Member
- Dr John Estell – Chair, Medical Staff Executive Council

Secretariat:

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

Focus Areas

Focus Area 1: Discussion

Sutherland Integrated Health Services Plan

Invited guest: Ms Julie Dixon, Director of Planning, Population Health and Equity

Ms Alison Sneddon, Senior Health Senior Planner and Manager, Strategy and Planning Unit

Ms Julie Dixon, Director of Planning, Population Health and Equity, and Ms Alison Sneddon, Senior Health Senior Planner and Manager, Strategy and Planning Unit, attended the start of the meeting for a discussion on the Sutherland Integrated Health Services Plan, further to the presentation provided at the March 2019 Board meeting.

It was noted that the Sutherland Integrated Health Services Plan proposes an expanded ambulatory care centre for Sutherland Hospital. Ms Dixon presented information on the impact that such centres have in slowing the growth rate of unplanned acute admissions.

The Board discussed the current priorities under the District's asset strategic plan. It was noted that redevelopment of the operating theatres at Sutherland Hospital was previously a high priority item; funding has now been committed by the Minister for Health.

The Board noted the NSW Health Capital Investment Process Map included in the papers. The Board discussed the planning process for clinical services plans and for hospital redevelopments. Discussion was held on how the Board can be assured that the Plan is value based. The Board was advised that the plan is in line with the process required by the Ministry of Health.

The Board was advised that the Sutherland Hospital Clinical Council supports the Plan.

The Board thanked Ms Dixon and Ms Sneddon for their attendance.

The Board resolved to endorse the Sutherland Integrated Health Services Plan for submission to the Ministry of Health.

Focus Area 2: Presentation

Nursing Engagement Survey

Invited guest: Ms Margaret Martin, Nurse Manager, Development of Practice and Workplace Capabilities

Ms Kim Olesen, Director of Nursing and Midwifery Services, and Ms Margaret Martin, Nurse Manager, Development of Practice and Workplace Capabilities, provided a presentation to the Board on the results of the Nurse and Midwife Engagement Survey undertaken across SESLHD.

The following key points were noted in the presentation:

- The 2018 survey was the second time the survey has been conducted. Results from the previous survey in 2016 were compared to the 2018 results. The survey was undertaken in collaboration with the University of Sydney Business School.
- The survey included questions across the following categories:
 - o Engagement and wellbeing
 - o Effective care
 - o Job characteristics
 - o Team outcomes
 - o Team leadership and processes
 - o Safety and silence climate / culture
- Results are being reviewed by District and facility management. Local action plans will be developed based on the results of the survey. The District Nursing and Midwifery team are reviewing results to identify themes and identify target groups for program development.
- The Ministry of Health has expressed interest in hearing more about the survey and its results.
- The survey will next be completed in 2021.

The Board queried whether the results are being written for publication in peer reviewed journals; the Board was advised that this is underway.

The Board was advised of initiatives currently underway to improve relationships between nurses and midwives across the various hospital sites within SESLHD.

The Board thanked Ms Olesen and Ms Martin for their presentation.

Administration

1.1. Present and Apologies

The Board noted those present and the apologies received.

1.1.2 Welcome to New Chief Executive, SESLHD

On behalf of the Board, Janet McDonald welcomed Mr Tobi Wilson to his first Board meeting as Chief Executive, SESLHD, and congratulated him on his appointment to the role.

1.2. Declaration of Interests

Nil declarations made.

1.3. Minutes of the SESLHD Board meeting held Wednesday 27 March 2019

Resolution 334

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 27 March 2019 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 25 March 2019

The minutes of the meeting of the Finance and Performance Committee held on Monday 25 March 2019 were noted.

1.5. Minutes of the Quality and Safety Committee meeting

Nil minutes to note this month.

The Board was advised that a presentation on home birthing services will be given at the May 2019 Quality and Safety Committee meeting.

1.6. Minutes of the Community Partnerships Committee meeting held Monday 18 March 2019

The minutes of the meeting of the Community Partnerships Committee held on Monday 18 March 2019 were noted.

1.7. Minutes of the Audit and Risk Committee meeting held Wednesday 27 March 2019

The minutes of the meeting of the Audit and Risk Committee held on Wednesday 27 March 2019 were noted.

It was noted that both the Audit and Risk Committee and the Quality and Safety Committee have received information in relation to the accreditation issue for the Garrawarra Centre. The Board was advised that both committees are satisfied that the matter has been addressed.

1.8. Actions

The Board reviewed the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 24 April 2019.

The Board noted receipt of a confidential letter from a former staff member of the Royal Hospital for Women. The Board noted discussion on this item was held during an in camera Board meeting, and that the Board had made the following resolutions:

1. For the Board Chair to write to the author of the letter and confirm receipt.
2. That a Board subgroup will meet with the Chief Executive to discuss the issues raised in the letter.
3. That the Board supports the Chief Executive to review and address any governance issues raised in relation to this matter.

Action: Letter to be written to the former staff member of the Royal Hospital for Women and confirming receipt of the letter received by the Board.

Action: A Board subgroup to meet with the Chief Executive to discuss the issues raised in the letter from the former staff member of the Royal Hospital for Women.

Standing Items

2.1 Board Chair Report

Nil report provided in the absence of the Board Chair.

2.2 Chief Executive Report

The Board noted the report provided by the former Acting Chief Executive. The Board resolved to acknowledge and thank Mr David Pearce for his leadership and commitment to the District in acting in the role of Chief Executive for the past eight months.

Action: Letter to be written to Mr David Pearce on behalf of the Board to thank him for his time acting in the role of Chief Executive.

The Chief Executive provided a verbal update to the Board. The Board was advised that the initial focus of the Chief Executive will be the budget build process for 2019/20, clinical efficiencies, and talent management and leadership development.

The Board requested a report from the Chief Executive on his vision and plans for the organisation after his first hundred days in the position.

Action: Chief Executive to provide a report on his vision and plans for the organisation after his first hundred days in the position.

The Board noted that the NSW Auditor-General's Report on Governance of Local Health Districts was recently received and is being reviewed internally.

2.3 Finance Report

The Board noted the Financial Performance Summary Report provided in the meeting papers. The Director of Finance provided an update on the District's financial performance as at March 2019. The Board discussed the District's full-year financial projection.

The Board noted that the Service Agreement for 2019/20 is expected to be received in June 2019. The Board discussed the funding process for highly specialised services and the need for special consideration for funding of capital developments.

The Chief Executive advised the Board of his plans to use benchmarked data to identify areas in which to improve efficiency across the organisation. The importance of high quality clinical coding was highlighted.

2.4 Integrated Performance Report

The Board noted the Integrated Performance Report provided in the meeting papers and key performance indicator (KPI) performance for March 2019.

The Board was advised that three SESLHD hospital are participating in weekly teleconferences to monitor emergency treatment performance (ETP) progress.

2.4.1 Review of Emergency Department Triage Category 3 Data

The Board noted the information provided on the Review of Emergency Department Triage Category 3 Data by the Director of Nursing and Midwifery Services.

2.5 Value Improvement Program (VIP) Report

The Value Improvement Program (VIP) Report was noted.

2.6 Research Report

It was noted that the next Research Report is due in May 2019.

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.

The Board requested information on performance against budget and progress against timelines be included in the report.

Action: Information on performance against budget and progress against timelines be included in the Randwick Campus Redevelopment Report.

New Items

3.1 Audit and Risk Committee Charter

The Board noted the revised Audit and Risk Committee Charter and resolved to approve the Charter.

3.2 Board Community Partnerships Committee Charter

The Board noted the revised Board Community Partnerships Committee Charter and resolved to approve the Charter.

3.3 Board Community Partnerships Committee 2018 Annual Report to the SESLHD Board

The Board noted the Board Community Partnerships Committee 2018 Annual Report to the SESLHD Board. The Board acknowledged the work of the Committee, and congratulated Ms Helene Orr as Chair of the Committee and the Board members that are members of the Committee. The Board requested their congratulations also be passed on to Julie Dixon, Director of Planning, Population Health and Equity, and the teams that progress initiatives on behalf of the Committee.

Papers for Information

4.1 Recruitment Bulletin

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

The Board noted the appointment of Professor Vlado Perkovic as the incoming Dean of Medicine at the University of New South Wales.

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 items raised.

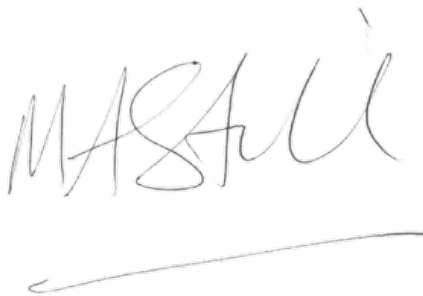
5.2 Noting of Confidential Items

Nil items noted.

5.3 Date of next meeting:

Wednesday 29 May 2019
4pm – 7pm Board Meeting
Sydney/Sydney Eye Hospital

Meeting closed at 6.46pm.



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Signature

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Name

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Date