

Minutes

SESLHD Board Meeting

Wednesday 28 October 2020

4pm – 7pm

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

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
- Dr Greg Levenston
- Mr Neville Mitchell
- Ms Helene Orr
- Professor Allan Spigelman

In Attendance:

- Mr Tobi Wilson – Chief Executive
- Ms Elizabeth Curran – Executive Director, Operations
- Mr Peter Eaton – Director, Finance
- 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
- Ms Anne Milne – Director, Corporate and Legal Services *(For Item F1 only)*
- Ms Victoria Hiley – Head of Legal Services *(For Item F1 only)*
- A/Prof Christopher White – Director, Research, SESLHD *(For Item 2.5.1 only)*

Apologies:

- Mr Michael Still (Chair)

Secretariat:

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

Focus Areas

Focus Area 1: Corporate and Legal Services

Invited guests: Ms Anne Milne, Director, Corporate and Legal Services, SESLHD
Ms Victoria Hiley, Head of Legal Services, SESLHD

The Board welcomed Ms Anne Milne and Ms Victoria Hiley to the start of the Board meeting to present on the work of the Legal Services Unit.

The following key points were addressed in the presentation:

- The Professional Practice Unit has been reshaped into the Legal Services Unit, following the creation of the position of Head of Legal Services.
- Focus areas for the Legal Services Unit include review of contracts, and governance of intellectual property. Discussion was held on the scope of contracts that will be reviewed by the Unit.
- The Unit is creating a range of resource to improve practices and support staff across the organisation to develop service level agreements and memorandums of understanding.

Discussion was held on the medico-legal performance of the District, and the comparison to other Local Health Districts. It was agreed that further information will be provided to the Board.

Action: Detailed information on the District's medico-legal performance, including comparison to other Local Health Districts, to be provided to the Board.

The Board thanked Ms Milne and Ms Hiley their 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

The following conflicts of interest were declared during the meeting:

- A/Professor Peter Gonski declared an interest in relation to Item 2.5.1 as he is a member of a Clinical Academic Group with the Sydney Partnership for Health, Education, Research and Enterprise.

1.3. Minutes of the SESLHD Board meeting held Wednesday 30 September 2020

Resolution 350

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 30 September 2020 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 28 September 2020

The minutes of the meeting of the Finance and Performance Committee held on Monday 28 September 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 Wednesday 16 September 2020

The minutes of the meeting of the Audit and Risk Committee held on Wednesday 16 September 2020 were noted.

1.8. Actions

The Board noted the Action Log.

The Board requested an update in relation to Norfolk Island and the District’s provision of support services.

Action: Update on Norfolk Island and the support services provided by SESLHD to be provided to the Board.

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.

Discussion was held on the recent District Leadership Forum, which included focus areas on virtual care, and racism.

The Board commended the work of the Mental Health Service and Independent Community Living Australia (ICLA) on the opening of the Bondi Prevention and Recovery Centre (Bondi PARC).

2.2.1 COVID-19 Update

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. Challenges related to private hospital partnerships were discussed; particular risks related to ear, nose and throat surgery was raised.
- In relation to COVID-19, mask fit testing is occurring across the District. An update was provided on the work of the Rapid Aged Care Engagement and Preparedness Response (RACER) teams.

- Work on the Priority Communities Collaborative is progressing, with a workshop scheduled for November 2020 to bring key internal and external stakeholders together. The Executive Director, Operations agreed to brief the Chair of the Board Strategic and Community Partnerships on this work.
- It was noted that the District is progressing actions against the first Clinical Excellence Commission report regarding hypoxic ischemic encephalopathy at the Royal Hospital for Women (RHW).

The Board requested an Operations Report be provided by the Executive Director, Operations for inclusion in the Board papers each month.

Action: Operations Report to be included in the Board papers each month.

2.3 Finance Report

The Chair of the Finance and Performance Committee and the Chief Executive provided an update on the District's financial position for the month of September 2020, as detailed in the Financial Performance Summary Report. Key lines of expenditure were highlighted.

Discussion was held on the District's full year financial forecast, and on the District's performance level under the Ministry of Health's framework.

2.4.1 Integrated Performance Report

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

2.5 Research Report

The Board noted this item.

2.5.1 Sydney Partnership for Health, Education, Research and Enterprise (SPHERE) Review

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

The Board welcomed Associate Professor Christopher White to part of the Board meeting to present on the review of the Sydney Partnership for Health, Education, Research and Enterprise (SPHERE).

A/Prof White provided an overview of the review undertaken on SPHERE, with reference to the upcoming timeframe for reinvestment in SPHERE. An outline of the financial and non-financial benefits gained from SPHERE, including involvement in Clinical Academic Groups, was provided.

Discussion was held on ways to optimise the value gained from SPHERE, as well as the mechanisms for funding SPHERE, noting that payment is required to be from restricted financial asset accounts. It was agreed that a proposal will be brought back to the Board next month regarding options for funding the District's SPHERE investment.

Action: Proposal to be provided to the Board on the options for funding the District's SPHERE investment.

The Chief Executive advised that he intends to discuss this matter with the District's Clinical and Quality Council.

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

2.6 Capital Works

The Board noted the report provided on capital works progress.

2.6.1 Randwick Campus Redevelopment Update

The Board noted the report provided on the Randwick Campus Redevelopment.

2.6.2 St George Hospital Stage 3 Redevelopment

The Board noted this item.

New Items

3.1 SESLHD Safety and Quality Account 2020/21

The Board resolved to approve the SESLHD Safety and Quality Account 2020/21. The Board commended the team on the high quality of the report.

3.2 SESLHD Board 2021 Meeting Schedule

The Board noted the proposed meeting schedule for SESLHD Board Meetings for 2021. Suggestions were raised regarding changing the length of the meeting; the Board resolved to hold further discussion on this item.

3.3 Paediatric cardiac services on the Randwick Campus

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

3.4 SESLHD 2020 Annual Public Meeting

The Board noted this item.

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 2.5.1 were noted as confidential.

5.3 Date of next meeting:

Wednesday 25 November 2020

4pm – 7pm Board Meeting

Location / meeting mode to be confirmed

Meeting closed at 7.02pm.



Signature

Janet McDonald *AO*

Name

Date *25.11.20*