

## Minutes of the Board of the South Eastern Sydney Local Health District

Date: Wednesday, 28 September 2022  
Time: 4:00pm – 7:00pm  
Location: Virtual\*/ Sydney Eye Hospital, 8 Macquarie Street, Sydney NSW 2000

Present: Michael Still, Chair  
Arthur Diakos  
Greg Levenston  
Jan Dudley \*  
John Estell  
Jonathon Doy  
Elli Baker  
Liam Harte  
Helene Orr  
Grant Eruini-Bennett \*

Ex Officio: Tobi Wilson, Chief Executive (CE)  
Invitees: Kim Olesen, Executive Director Operations (EDO)  
Fiona Yao, A/Director, Finance  
Kate Hackett, Director, Nursing and Midwifery Services  
Heidi Boss, A/Director, Clinical Governance and Medical Services \*

Guests: Vicki Weeden, General Manger, Sutherland Hospital  
Tayla Vella, Management Trainee OCE (observer)

Apologies: Debra Graves  
Allan Spigelman

Secretariat: Carrie Han, Executive Assistant to the CE / Board Secretary

### Focus Area - Presentations

Presentation: **The Sutherland Hospital (TSH) Redevelopment Update**  
Guest Presenters: Ms Vicki Weeden, General Manager TSH

The Board welcomed the guest presenter.

Ms Weeden provided an update on TSH Operating Theatres Upgrade Project. It is noted that Stage 1 redevelopment is nearing completion with commissioning of the MRI to commence mid-late November and is due for handover prior to Christmas 2022. There were discussions around license requirements for providing services to outpatients and potential opportunities.

Ms Weeden advised handover of operating theatres is expected to occur in January 2023 with go live in February 2023. Planning for stage 2 is underway, noting the temporary bed base changes required. Discussions were held around proposed plan, noting significant work underway including partnership with Mental Health Services and St George Hospital.

*Resolution:* The Board noted the information provided.

## 1. Opening

### 1.1 Acknowledgement of Country

An acknowledgement of country was shared.

### 1.2 Present and Apologies

A quorum was present, and the meeting opened at 4:50pm. The Board welcomed Dr Heidi Boss, A/Director, Clinical Governance and Medical Services to join the meeting.

### 1.3 Declaration of Interests

Nil

### 1.4 Minutes of Previous Meeting

The minutes of the previous meeting were reviewed by the Board.

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*Resolution:* The Board resolved that the minutes of the previous meeting held on 31 August 2022 be signed as a true record of the meeting.

### 1.5 Actions from previous meeting

Action around providing further update on SPHERE to Board was completed with a paper tabled.

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*Resolution:* The Board noted the information provided.

## 2 Committees

### 2.1 Finance and Performance (F&P) Committee

Minutes of the meeting held on 29 August 2022 were tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided.

### 2.2 Quality and Safety Committee

It is noted there are no minutes for this month.

### 2.3 Audit and Risk Committee (ARC)

Minutes of the SESLHD ARC meeting held on 15 July 2022 were tabled in the papers and taken as read.

Ms Helene Orr advised the SESLHD 2021-22 Financial Statement was tabled and discussed at ARC meeting held on 9 September 2022. Noting the clearance around reversal of the superannuation underpayment for NSW Health has been provided by the Ministry of Health (MoH) following discussion with NSW Audit Office, the SESLHD 2021-22 Financial Statement were re-circulated to the ARC members for out of session endorsement and subsequent certification by the CE and A/Director of Finance. The Quarterly Security Report and a presentation on People and Culture / Work Health and Safety were tabled at the meeting, as well as the Quarterly Risk Management Report which included the top 10 strategic risks identified.

Discussions were held around governance of security issues, noting good governance is in place with a quarterly report provided to the Board via ARC. There are ongoing discussions with eHealth to define responsibilities for cyber security. CE advised findings from external review of ARIA outage will provide guidance to address security issues across the District.

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*Resolution:* The Board noted the information provided.

### 2.4 Board Strategic Community Partnerships Committee (BSCPC)

It is noted there are no minutes for this month.

## 3 Matters for Noting

### 3.1 Correspondence Register

The following correspondence was included in the papers and taken as read:

- Email to SESLHD Board Chair from Royal Australian and New Zealand College of Obstetricians and Gynaecologists regarding fostering respectful O&G hospital units
- The NSW Health Secretary Event - Information Sharing Session with Dr Nick Watts, Chief Sustainability Officer of the NHS held 15 September 2022
- UNSW Health Precincts presentation to Mindgardens Board around Integrated Acute Services Building and UNSW Health Translation Hub

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Resolution: The Board noted the information provided.

## 4 Standing Items

### 4.1 Chief Executive Report

The Chief Executive's Report was tabled in the papers and taken as read. Updates on the following matters were provided:

- Prince of Wales Hospital (PoWH) Acute Services Building (ASB) Budget letter will be issued this week, noting ASB handover will take place on 6 October 2022.
- Recruitment of SESLHD Director, Research position is underway.
- Following the Federal Government's announcement of funding investment towards Urgent Care Centre initiatives, request for Expression of Interest from NSW Health is expected to be received to the District for consideration and actions.
- SESLHD has been selected to partner with Sydney Children's Hospitals Network (SCHN) to deliver the Specialist Trans and Gender Diverse Health Service for Young People in a Sydney Hub. Further updates will be provided to the Board around the model of care.
- The SESLHD Aboriginal Mental Health Service (AMHS) has been confirmed as a finalist in the 2022 NSW Premier's Awards, to be held on the 29 November, in the category of 'Well Connected Communities with Quality Local Environments'.

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Resolution: The Board noted the information provided.

### 4.2 Patient Story

The Patient Story provided by Royal Hospital for Women was tabled in the papers and taken as read.

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Resolution: The Board noted the information provided.

### 4.3 Board Chair Report

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Resolution: The Board noted the Chair's report

## 5 New Business

### 5.1 Governance arrangements for Health Science Alliance

A paper was provided to the Board for noting around the upcoming changes for the Health Science Alliance (HSA) and the proposed governance arrangements.

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Resolution: The Board noted the information provided.

### 5.2 SESLHD Membership RHIP

A paper around SESLHD ongoing membership to RHIP was tabled for endorsement. Support from the Board was sought for SESLHD to continue as a partner of RHIP, noting a draft updated Collaboration Agreement between RHIP Founding Partners - SESLHD, Sydney Children's Hospitals Network (SCHN), University of NSW (UNSW) and Health Infrastructure (HI) had previously been endorsed by the Board in November 2021 and SESLHD's annual financial contribution to RHIP is as per the agreement.

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*Resolution:* The Board resolved to endorse SESLHD continuing as a partner in the RHIP collaboration.

### 5.3 Vacancy - Medical and Dental Appointments Advisory Committee (MDAAC)

A paper was provided to the Board seeking endorsement of the nomination of Ms Anne Milne, Director Corporate and Legal Services, to fill the non-medical and Deputy Chair vacancy on the SESLHD MDAAC. It is noted that a non-medical member of MDAAC is required under the SESLHD Bylaws and the vacancy emerges from resignation of Ms Margaret Savage - Director, Professional Practice Unit.

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*Resolution:* The Board endorsed the nomination of Ms Anne Milne to the role of non-medical representative and Deputy Chair of the SESLHD MDAAC, effective from the date of endorsement.

### 5.4 SESLHD HealthCare Awards - Board's Choice Award

A paper around SESLHD HealthCare Awards – Board's Choice Award was tabled for nomination of a panel of three members to select a Board's Choice Award recipient within the SESLHD Healthcare Awards. It is noted that the winners in each category have been selected and an awards ceremony will be live-streamed from several locations across the District on 14 October 2022.

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*Resolution:* The Board resolved to nominate Mr Greg Levenston, Ms Debra Graves and Prof Alan Spigelman to select the Board's Choice from SESLHD Award finalists and present the Award at the Annual Public Meeting in December 2022.

### 5.5 Review of Charter of Audit and Risk Committee (ARC)

A paper around the updated SESLHD ARC Committee charter was provided to the Board for endorsement, including a summary of the significant new responsibilities or requirements for the Committee. It is noted that SESLHD ARC charter has been updated to align with the revised Model ARC Charter, which was provided in a recently revised MoH policy directive.

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*Resolution:* The Board resolved to approve the Charter of SESLHD ARC.

### 5.6 Appointment of Chair - Audit and Risk Committee - ARC

A paper around appointment of the Chair for SESLHD ARC was provided to the Board. Endorsement of the Board was sought to appoint Ms Jeanette Barker as the chair of the SESLHD ARC for a period of approximately two years, until 22 August 2024.

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*Resolution:* The Board resolved to approve the appointment of Ms Jeanette Barker as the Chair of SESLHD ARC.

### 5.7 Brief to SESLHD Board - September 2022 - Financial contribution to SPHERE

A paper around SESLHD's financial contribution to SPHERE was provided to the Board and taken as read. The Board's support is sought for the CE to advise SPHERE that SESLHD intends to withdraw from the partnership for the next Financial Year (FY). CE advised SESLHD's contribution for 2021-22 remains outstanding. The intention to withdraw from the partnership is based on limited return on previous investment and recent advice received from the MoH around funding source.

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*Resolution:* The Board resolved to support communication to SPHERE indicating intention of SESLHD to withdraw from the partnership for FY2022-23.

### 5.8 Brief to SESLHD Board - Funding for Deferred Surgery and Budget Impact

A paper was provided to the Board about the funding model for Deferred Care (elective surgery) in FY2022-23 and to highlight the potential impact to SESLHD's financial performance. Discussions were held around the drivers to the costs, including outsourcing elective surgeries to private sectors. CE advised the key issues for SESLHD included uncertainty of the funding approval from MoH and

the challenge for the District to meet the activity requirements. It is noted that 2018/19 activity levels are used as the baseline for comparison and weekly monitoring is in place towards surgery activities across the District.

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*Resolution:* The Board noted the information provided.

#### 5.9 Brief to Board - SESLHD Annual Financial Statement – 2021-22

A paper around the SESLHD Annual Financial Statement 2021-22 was provided to the Board for endorsement. It is noted the Financial Statement has been endorsed by SESLHD ARC and subsequently certificated by the CE and A/Director of Finance.

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*Resolution:* The Board resolved to endorse the SESLHD Annual Financial Statement 2021/22.

## 6 Regular Reporting

### 6.1 Finance Report

The Finance report was tabled in the papers and taken as read. It is noted that YTD revenue is approximately \$6.5m unfavourable to target for SESLHD. Excluding COVID impact, the full-year expense for BAU is forecasted to be \$6.5m unfavourable, mainly representing the increase in gas price and COVID incentive related payment.

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*Resolution:* The Board noted the Finance Report.

### 6.2 Operations Report

The Operations report was tabled in the papers and taken as read. EDO advised the highlights include:

- Palliative Care Service planning 'Think Tank' undertaken with Palliative care stream, Strategy, Innovation and Improvement (SII) and key clinicians to identify TSH strategy for the delivery of models of care to support end of life care within the last 1000 days.
- Mental Health Services rehabilitation models of care review
- Official opening of Virtual Mental Health Care Centre, SafeHaven and Recovery and Wellbeing College
- Launch of Multicultural Health Week 2022
- All facilities across the District have been working to support an eventual return to 100% elective surgery activity, with close monitoring in place and works underway to address workforce shortage.

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*Resolution:* The Board noted the Operations Report.

### 6.3 Performance Report

The Performance report, including the Integrated Performance Report and MoH League Table for July 2022, was tabled in the papers and taken as read. EDO advised that strategies and action plans to address the selected performance indicators in the League table will be included in future performance reports to the Board.

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*Resolution:* The Board noted the Performance Report.

*Action:* To include the local strategies and actions plan towards the selected performance indicators within the League table in the performance report to the Board.

### 6.4 Capital Works Report

The Capital Works report was tabled in the papers and taken as read.

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*Resolution:* The Board noted the Capital Works Report.

### 6.5 Clinical Governance Report

The Clinical Governance report was tabled in the papers and taken as read. Dr Heidi Boss, A/Director, Clinical Governance and Medical Services advised Hospital Acquired Complications (HACs) remains a priority for the District with opportunities being explored for improvement. Importance of providing informative communication and education to clinical staff and working collaboratively between different sites is noted. Further updates around improving the District's HACs performance will be provided to the Board in future reports

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**Resolution:** The Board noted the Clinical Governance Report.

**Action:** To provide updates to the Board around improving SESLHD's HACS performance.

### 6.6 RHIP Quarterly Report - July to September 2022

The Randwick Health & Innovation Precinct (RHIP) Quarterly Report was tabled in the papers and taken as read.

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**Resolution:** The Board noted the Clinical Governance Report.

## 7 Meeting Finalisation

### 7.1 Business Without Notice

There was no further business raised.

### 7.2 Noting of Confidential Items

There were no confidential items raised.

### 7.3 Next Meeting

The next Board meeting is scheduled for **Wednesday, 26 October 2022** at Meeting room in Kogarah Community Dental Clinic, 2 Belgrave Street, Kogarah NSW 2217. Board will meet with PaCH leadership team prior to the Board meeting.

### 7.4 Close

The meeting closed at 7pm.

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I certify that the foregoing is a true and correct copy of the minutes approved by Members of the Board



**Debra Graves**  
A/Board Chair