

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

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| Date: | Wednesday, 30 August 2023 |
| Time: | 4:00pm – 7:00pm |
| Location: | Heritage Boardroom, Level 1 Admin Block, Sydney/Sydney Eye Hospital, 8 Macquarie Street, SYDNEY NSW 2000 |
| Present: | Dr Deb Graves (Board Chair) Arthur Diakos Allan Spigelman Elli Baker Gregory Levenston Helene Orr Jan Dudley Jonathan Doy John Estell Liam Harte |
| Ex Officio | Tobi Wilson, Chief Executive (CE) |
| Invitees: | Kim Olesen, Executive Director Operations Ian Anderson, Director, Finance Kate Hackett, Director, Nursing and Midwifery Services Dr Jo Karnaghan, Director, Clinical Governance and Medical Services Grant Eruini-Bennett, Chair, Medical Staff Executive Council * (TEAMS) |
| Guests: | Dr Phillip Read, Director of Sexual Health & Blood Borne Virus Services * Lisa Altman, Director, Strategy, Innovation & Improvement Sharon Carey, General Manager, Corporate Services * William de Montemas, Management Trainee OCE (observer) |
| Apologies: | Anna Guillan, Board Member |
| Secretariat: | Carrie Han, Executive Assistant to the CE / Board Secretary |

1. Opening

1.1 Acknowledgement of Country

An acknowledgement of country was shared.

1.2 Present and Apologies

Apologies were noted by the Board. The chair declared that a quorum was present and the meeting opened at 4:50pm.

1.3 Declaration of Interests

Conflict of Interest Declaration Register was tabled. No new conflicts of interests to declare or to be added/removed in the Register at this meeting.

1.4 Guest Presentation – Transgender Services

The Board welcomed Dr Phillip Read, Director of Sexual Health & Blood Borne Virus Services as the guest presenter. Dr Read provided an overview of the Trans and Gender Diverse adolescent and young adult service, including the background, proposed referral pathways, staffing, working with Sydney Children's Hospital Network (SCHN) Gender service, governance and progress made within SESLHD. There were discussions around the communication strategy, noting good community engagement in place and formation of a positive relationship with SCHN.

1.5 Minutes of Previous Meeting

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

Resolution: The Board resolved that the minutes of the previous meeting held on 26 July 2023 be signed as a true and correct record of the meeting.

1.6 Actions from previous meeting

The action log was tabled in the papers and taken as read.

Resolution: The Board notes the information provided.

2 Committees

2.1 Finance and Performance (F&P) Committee

Draft minutes of the meeting held on 24 July 2023 were tabled in the papers and taken as read.

Resolution: The Board notes the information provided.

2.2 Quality and Safety Board Committee (QSBC)

Draft minutes of the meeting held on 6 July 2023 were tabled in the papers and taken as read.

Resolution: The Board notes the information provided.

2.3 Audit and Risk Committee

Draft minutes of the meeting held on 14 July 2023 were tabled in the papers and taken as read. Ms Helene Orr advised that the SESLHD 2022/23 Financial Statements were endorsed by the Committee for submission for review by the Audit Office of NSW and Ministry of Health (MoH). HealthShare NSW and eHealth NSW Interim Certifications 2022/23 were noted.

Resolution: The Board notes the information provided.

2.4 Board Strategic Community Partnerships Committee (BSCPC)

It is noted that there are no minutes for this month.

3 Matters for Noting

3.1 Correspondence Register

The correspondence register was provided, including:

- The Quarterly Board Report January – March 2023 for SESLHD from MoH, providing updates on the District's key performance indicators.
- A letter from Sydney Eye Hospital Foundation (SEHF) regarding the agreement to amendments to the SEHF Constitution.
- Letters from the President of the Royal Australian and New Zealand College of Obstetricians and Gynaecologists regarding fostering respectful O&G work environments in Royal Hospital for Women, St George Hospital and The Sutherland Hospital.

Resolution: The Board notes the information provided.

4 Standing Items

4.1 Chief Executive Report

The Chief Executive's Report was tabled and taken as read, including updates on following matters:

- o Inquiry into the NSW Government's use and management of consulting services and the additional health related parliamentary inquiries that are underway.
- o QTOPIA key handover, which is scheduled for early September 2023.
- o Appointment of Mr Christopher Hay as the General Manager, Mental Health Services SESLHD.

- Time for Care project reporting commissioned by MoH, noting a local Implementation Committee to be established to address and support the initiatives identified.
- Voluntary Assisted Dying (VAD) implementation, noting a presentation with VAD survey results will be provided to the SESLHD Quality and Safety Committee prior to be tabled at SESLHD Board meeting.

Resolution: The Board notes the information provided.

4.2 Patient Story

The Patient Story provided by St George Hospital was noted.

Resolution: The Board notes the information provided.

4.3 Board Chair Report

A verbal report was provided by the Board Chair including meeting with the Minister for Health and meetings with key stakeholders/partners.

Resolution: The Board notes the Chair's report.

5 New Business

5.1 Paper - SESLHD Finance & Performance Committee Charter

CE advised that the SESLHD Finance and Performance Committee charter has been reviewed by the Committee and is now submitted to SESLHD Board for approval. It is noted that minor updates have been made to ensure the document reflects current operational structure.

Resolution: The Board resolves to approve the charter of the SESLHD Finance and Performance Committee.

5.2 Paper - Election of Deputy Board Chair and Chair of the Safety and Quality Committee

A paper detailing the election of Deputy Board Chair and Chair of the Safety and Quality Committee was provided for endorsement. CE advised that with the appointment of Dr Debra Graves as SESLHD Board Chair by MoH, the positions of SESLHD Board Deputy Chair and Chair of the Board Safety and Quality Committee will be declared vacant. It is proposed that the SESLHD Board elects Mr Jonathan Doy as Deputy Board Chair and Dr Gregory Levenston as Chair of the Safety and Quality Committee.

Resolution: The Board resolved to select Mr Jonathan Doy as Deputy Board Chair and Dr Gregory Levenston as Chair of the Safety and Quality Committee.

5.3 Paper – Annual Public Meeting Agenda

A paper describing the draft agenda for Annual Public Meeting (APM) was provided for the Board's approval, outlining the schedule and plans for the meeting. It is noted that the APM will be hosted at St George Hospital, and livestreamed, on Thursday, 7 December 2023. The Board was supportive of the CE's recommendation on the keynote speaker and nominated Dr Gregory Levenston and Mr Allan Spigelman to judge the Board's Choice Award.

Resolution: The Board notes the information provided and resolved to approve the draft agenda for the Annual Public Meeting and nominate Dr Gregory Levenston and Mr Allan Spigelman to judge the Board's Choice Award.

5.4 Paper - SESLHD Nominations to Affiliated Organisation Boards

A paper regarding SESLHD Nominations to Affiliated Organisation Board was provided, seeking indication from the Board on the preferred approach to nominating Directors and confirmation of nomination of Dr Debra Graves to the Mindgardens Board. CE advised that SESLHD has affiliation

with a number of organisations, including Maridulu Budyari Gumal - the Sydney Partnership for Health, Education, Research and Enterprise (SPHERE), Neurosciences Research Australia (NeuRA), Mindgardens and the Health Science Alliance (HSA). SESLHD has formal membership arrangements with these organisations and contributes to governance of the organisations by nominating representatives to the organisation's Board or Council. It is timely for the Board to consider whether nominations to these organisations are the SESLHD Board Chair or Member, Senior Executive or appropriately skilled individual.

The Board agreed the preferred approach to SESLHD nominating Directors to Affiliated Organisation Boards is to be:

- Vacancy to be shared with the Board Members for expression of interest.
- CE to seek nomination(s) and provide to the Board for endorsement at the Board meeting.

Ms Helene Orr expressed interest to be nominated as a Director to serve on the Board of NeuRA. CE's recommendation for Director, Research to join SPHERE is supported by the Board.

Resolution: The Board notes the information provided and resolved to determine the appropriate approach to identifying and nominating suitable individuals to the governance Boards and Councils of affiliated organisations.

Action: Secretariat to send Ms Helene Orr the constitution of NeuRA, including requirements for NeuRA Directors for consideration.

5.5 Paper - RHIP & HSA Governance Harmonisation

A paper providing update on RHIP & HSA Governance Harmonisation was included, seeking the Board's endorsement to the RHIP Collaborative Agreement (CA). CE advised the RHIP CA is to be amended to permit the HSA to commence trading as RHIP. The proposed changes to the CA are primarily aimed at ensuring appropriate governance over the relationship between HSA and the RHIP so that contracts can be entered into and legal liability limited.

Resolution: The Board resolved to endorse the RHIP Collaborative Agreement.

5.6 Paper - Primary Health Networks (PHN) Joint Statement

A paper detailing PHN Joint Statement was provided, noting the Board's support is sought to SESLHD's response to the Joint Statement.

It is noted that NSW PHNs and NSW Health developed a Joint Statement in 2021 to set out the shared commitment of the parties to "work collaboratively together as one health system to deliver equitable and person-centred healthcare which is connected to and shaped by consumers and our communities". The Joint Statement is overseen by the NSW PHNs and NSW Health Statewide Committee (SwC). The Joint Statement Executive Summary included in the papers outlines the priority actions that the SwC feels are achievable within the next two years. With the current Joint Statement and work plan finalised as of June 2023, it is proposed that a new Federal and NSW funding arrangement support a new work plan to achieve the priority actions.

CE advised SESLHD Executive have reviewed the current executive and board level engagement with Central and Eastern Sydney and advise that the joint board integration subcommittee is not recommended for SESLHD.

Director, Strategy, Innovation & Improvement (DSII) advised the quarterly Primary Health Care Partnership Committee meetings are in place, involving SESLHD and the key partners. Ongoing discussions with PHNs are underway to promote a strategic and integrated approach to development of primary health care and related services with the central and south eastern region.

Resolution: The Board resolved to support the SESLHD response to the Joint Statement.

5.7 Paper - SESLHD Clinical Services Plan update

A paper providing update on SESLHD Clinical Service Plan (CSP) was tabled, including the timeline for consultation on the CSP.

DSII advised the SESLHD CSP will provide the strategic direction for Clinical Services in SESLHD over a ten-year timeframe. Over the last year, the Planning and Partnerships Team has been

consulting with members of the Board and representatives of the Clinical Streams, the Executive, site and service leadership teams, partners and consumers to develop the CSP. The Future Forum in January 2023, Consumer and Partner Forum in April 2023 and CSP Forum in June 2023 provided further opportunity for stakeholders to shape the CSP.

The Board's recommendation to consider communication methods is taken on notice, with update to be provided to the Board. Recommended to seek feedback from other LHDs is adopted, noting the Planning and Partnerships Team will identify opportunities to share the SESLHD CSP.

Resolution: The Board notes the information provided.

Action: DSII to propose to the Planning and Partnership Team to share the SESLHD CSP with other LHDs for feedback.

5.8 Paper - Royal Hospital for Women Cardiac Service

A paper concerning Royal Hospital for Women Cardiac Service was provided. It is noted that In January 2021 the SCHN board confirmed that cardiac services would be delivered under a one service two site model at both the Children's Hospital Westmead (CHW) and Sydney Children's Hospital, Randwick (SCH). The Minister for health has previously written to the SCH clinicians advising that complex cardiac surgery would not resume at SCH unless there is an increase in demand for the service across the state. As a result, infants in the Neonatal Intensive Care Unit (NICU) at the Royal Hospital for Women (RHW) are required to be transferred to the Westmead campus for complex cardiac surgery. The Board notes the challenges for RHW/SESLHD and that regular communication is underway with SCHN.

Resolution: The Board notes the information provided.

6 Regular Reporting

6.1 Finance Report

The Finance report was tabled and taken as read. Director, Finance advised that the budgets will be finalised for FY2023-24 after release on 19 September 2023, with potential further savings and efficiency gains to be applied across the District.

Resolution: The Board notes the Finance Report.

6.2 Operations Report

The Operations report was tabled and taken as read, including updates on following matters:

- Medical Imaging Review, noting the Medical Imaging Working Party aims to implement and/or finalise all recommendations (expect deferred) by end 2023.
- Elective surgery performance, noting strategies embedded across all sites to meet 000 target by end of December 2023.
- ED performance, noting this continues to be challenged by increasing demand and significant works are underway to improve the performance.
- Clinical Streams
- Pharmacy Services, noting NSW Medicines Formulary activities underway with rollout commenced and go-live in October.
- Facility monthly update for all the sites

Resolution: The Board notes the Operations Report.

6.3 Performance Report

The Performance report, including the Integrated Performance Report and MoH League Table for June 2023, was tabled and discussed.

Resolution: The Board notes the Performance Report.

6.4 Capital Works Report

The Capital Works report was tabled.

The Board welcomed Ms Sharon Carey, General Manager, Corporate Services to join the meeting. Ms Carey provided a summary of updates on the District's redevelopment projects, including Randwick Campus Redevelopment, St George Hospital Stage 3 and The Sutherland Hospital Operating Theatre Upgrade Project. It is noted that all projects are on track with no significant concerns.

Resolution: The Board notes the Capital Works Report.

6.5 Safety and Quality report

The Clinical Governance report was tabled and taken as read. Director, Clinical Governance and Medical Services advised improvement was seen with the District's overall Hospital Acquired Complications performance, noting the Healthcare Associated Infections has been challenging and requires further work.

Resolution: The Board notes the Clinical Governance Report.

6.6 Health, Safety and Wellbeing report

The Quarterly Health, Safety and Wellbeing report was tabled and taken as read. CE advised completion of a few investigations in SESLHD conducted by SafeWork NSW, noting no significant risks identified and the SafeWork inspectors were satisfied with the work completed to comply with the improvement notice.

There were discussions around identifying potential saving opportunities from the Work Health Safety Audit, noting the District will source information from MoH and other LHDs for reference.

Resolution: The Board notes the Health, Safety and Wellbeing Report.

7 Meeting Finalisation

7.1 Business Without Notice

There was no business without notice.

7.2 Noting of Confidential Items

There were no confidential items raised.

7.3 Next Meeting

The next Board meeting is scheduled for **Wednesday, 27 September 2023** at Boardroom, Level 1, Admin Block, Sydney/Sydney Eye Hospital, 8 Macquarie Street, SYDNEY NSW 2000.

7.4 Close

The meeting closed at 6:35pm.

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



Board Chair
Dr Debra Graves