

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

Date:	Wednesday, 26 July 2023
Time:	4:00pm – 7:00pm
Location:	Auditorium, Level 2, Education Centre, The Sutherland Hospital, The Kingsway, Caringbah NSW 2229
Present:	Michael Still (Board Chair) Arthur Diakos Anna Guillan Allan Spigelman Debra Graves Elli Baker Greg Levenston Helene Orr Jan Dudley John Estell Liam Harte
Ex Officio Invitees:	Tobi Wilson, Chief Executive (CE) Ian Anderson, Director, Finance Ryan McKeon, Interim Director, Finance Kate Hackett, Director, Nursing and Midwifery Services Dr Jo Karnaghan, Director, Clinical Governance and Medical Services * (TEAMS) Grant Eruini-Bennett, Chair, Medical Staff Executive Council
Guests:	Lisa Altman, Director, Strategy, Innovation & Improvement * (TEAMS) William de Montemas, Management Trainee OCE (observer)
Apologies:	Kim Olesen, Executive Director Operations Jonathan Doy, 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

The Board welcomed Ms Skye Parsons, Director Aboriginal Health and Mr Ian Anderson, Director of Finance to join the meeting. 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 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 28 June 2023 be signed as a true and correct record of the meeting.

1.5 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

Minutes of the meeting held on 26 June 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)

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

Resolution: The Board notes the information provided.

2.3 Audit and Risk Committee

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

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 letter from Neuroscience Research Australia (NeuRA) Board advising appointment of Professor Matthew Kiernan AM as NeuRA Chief Executive Officer and correspondence from the Secretary, NSW Health regarding the Interim 2023-24 Service Agreement schedules.

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. CE provided updates on following matters:

- The Specialist Trans and Gender Diverse Health Service, including demand and challenges. It is noted that discussions with NSW Ministry of Health (MoH) and Sydney Children's Hospitals Network are ongoing.
- QTOPIA, noting interim arrangements are being made to transfer services from Darlinghurst Community Health Centre.
- Appointment of three SESLHD employees to the NSW Health System Advisory Council, which will provide independent and impartial strategic clinical advice on key priorities and functions of the health system, as well as guide the planning and implementation of measures to drive positive change.

Resolution: The Board notes the information provided.

4.2 Patient Story

The Patient Story provided by the Sutherland Hospital was noted.

Resolution: The Board notes the information provided.

4.3 Board Chair Report

Resolution: The Board notes the Chair's report.

5 New Business

5.1 Paper - SESLHD Statement on the Voice Referendum

CE advised that SESLHD is committed to achieving better health and wellbeing outcomes for our Aboriginal and Torres Strait Islander peoples. The Statement is a resource that will support the community to be fully informed on the coming referendum. An intranet page has been set up for staff with links to self-care resources for Aboriginal staff and resources for managers to deal with racism.

Resolution: The Board notes the SESLHD Statement on the Voice Referendum.

5.2 Paper - SESLHD 2022/23 Corporate Governance Attestation Statement

A paper describing the SESLHD 2022/23 Corporate Governance Attestation Statement was provided for the Board's endorsement for submission to MoH. It is noted that the submission of a Corporate Governance Attestation Statement is an annual requirement from MoH for all Local Health Districts (LHDs). The purpose of the Attestation Statement is to set out the main corporate governance practices in operation within SESLHD within a financial year.

Resolution: The Board resolved to approve the SESLHD 2022/23 Corporate Governance Attestation Statement for submission to MoH.

5.3 Paper – SESLHD Service Level Agreement with MoH 2023-2024

A paper detailing the SESLHD Service Level Agreement (SLA) with MoH 2023-24 is provided. CE advised MoH has provided the 2023-24 SLA for the Executive and Board's review. Endorsement of the interim agreement is not required at this time. The Service Agreement sets the performance and accountability requirements for SESLHD in FY2023-24, with KPIs for each of the outlined performance areas. Key features of the SLA are provided, while detailed analysis by management team continues and a detailed update will be provided to the Board at the August 2023 meeting. There were discussions concerning the key challenges for SESLHD imposed by the SLA with its financial and non-financial targets. It is noted that further discussions with MoH will occur prior to the final budget release in September 2023, with expectation that further savings will be required and local strategies will need to be developed to meet targets.

Resolution: The Board notes the information provided.

Action: To provide update on SESLHD SLA 2023-24 to the Board at August 2023 meeting.

5.4 Paper - SESLHD FY2023-24 KPI SLA Measures (new and changed)

A paper detailing the Key Performance Indicators (KPIs) that are included in the 2023-24 Interim SLA received from MoH was provided, including the new and updated KPIs and one retired indicator from 2022-23. It is noted that there are eighty-nine KPIs in the 2023-24 KPI SLA across the six Health Strategy Outcomes that MoH has identified it will achieve for the people of NSW. The changes to the KPIs were outlined and any additional changes will be advised after receipt of the final SLA in September 2023.

The CE advised partnership between NSW Primary Health Networks (PHN) and NSW Health was formed with a Joint Statement developed in 2021. A paper will be provided to the Board at August 2023 meeting, detailing the priority actions proposed by the Working Groups of the NSW PHN and NSW Health Statewide Committee which oversees the Joint Statement.

The Board discussed the sustainability and efficiency measure within the SLA. The CE advised sustainability had been a focus for the District with the Environmental Sustainability Steering Committee in place, co-chaired by the CE and Dr Rebecca Cregan, Staff Specialist Anaesthesia-Anaesthetics at St George Hospital. The SESLHD Environmental Sustainability Plan 2023-25 is under development and will be provided to the Board post completion. The Board noted state-wide measurement and actions are required to identify procurement opportunities for incorporating sustainability into process. The CE has raised this at the State Procurement Group meeting. Interaction with other LHDs is taking place for lessons learning and initiatives development.

Resolution: The Board notes the information provided.

Action: To provide a paper to the August 2023 Board meeting, detailing the priority actions proposed by the Working Groups of the NSW PHN and NSW Health Statewide Committee.

Action: To provide a paper to October or November 2023 Board meeting detailing the SESLHD Environmental Sustainability Plan 2023-2025.

5.5 Paper - Virtual Care update

A paper providing update on progress of the Virtual Health Hub Implementation was provided. It is noted that the aim of the Virtual Health Hub is to improve patient outcomes and system sustainability in the face of increasing demand, by accelerating the implementation of Virtual Health models at scale. Good progress has been made with implementation across the District.

Resolution: The Board notes the update on progress of the Virtual Health Hub Implementation.

6 Regular Reporting

6.1 Finance Report

The Finance report was tabled and taken as read. Director, Finance advised that as of June 2023, full-year expense including COVID for SESLHD is \$7.3m unfavourable to the budget. Total own source revenue full year is \$29.1m unfavourable due to lower than anticipated activity.

Resolution: The Board notes the Finance Report.

6.2 Operations Report

The Operations report was tabled and taken as read. CE highlighted improvement made towards Elective Surgery performance, noting good initiatives are embedded across the District which is on track to meet the 000 target by end of December 2023. Transfer of Care remains a focus for SESLHD with ongoing challenges however significant work is underway to improve performance. The Board discussed status of Radiology scans, noting that SESLHD went out to tender recently for Radiology Services for The Sutherland Hospital and there are ongoing communications with HealthShare.

Director of Nursing and Midwifery provided update on the overseas recruitment for SESLHD nursing and midwifery workforce, noting a potential overseas recruitment campaign to be undertaken in October 2023.

Resolution: The Board notes the Operations Report.

6.3 Performance Report

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

Resolution: The Board notes the Performance Report.

6.4 Capital Works Report

The Capital Works report was tabled.

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 highlighted the District's Hospital Acquired Complications improved performance.

Resolution: The Board notes the Clinical Governance 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, 30 August 2023** at Boardroom, Level 1, Admin Block, Sydney/Sydney Eye Hospital, 8 Macquarie Street, SYDNEY NSW 2000.

7.4 Close

On behalf of SESLHD Board and the Executive Team, Dr Debra Graves thanked Mr Michael Still for his time and contribution as SESLHD Board Chair for the past 10 years.

The meeting closed at 6:40pm.

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



Dr Debra Graves