

## SESLHD Board Meeting – Minutes

T24/59050

Date:	Wednesday, 28 August 2024
Time:	4:00pm – 7:00pm
Location:	Boardroom, Level 1, Admin Block, Sydney/Sydney Eye Hospital (SSEH)
Present:	Dr Debra Graves (Board Chair) Arthur Diakos Anna Guillan Dr Gregory Levenston Dr Jan Dudley Dr John Estell Elli Baker (via TEAMS*) Helene Orr
Ex Officio Invitees:	Tobi Wilson, Chief Executive (CE) Kim Olesen, Executive Director Operations (EDO) Ian Anderson, Director of Finance (DoF) Kate Hackett, Director, Nursing and Midwifery Services Dr Jo Karnaghan, Director, Clinical Governance & Medical Services (DCG&MS) *
Guests:	Vicki Weeden, General Manager, The Sutherland Hospital (GMTSH) Simone Payn, A/Co-Director Nursing, Midwifery & Operations, Program 2, TSH Cassandra Manning, Management Trainee OCE (observer)
Apologies:	Jonathan Doy, Board Member Liam Harte, Board Member Allan Spigelman, Board Member Grant Eruini-Bennett, Chair, Medical Staff Executive Council *
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 5pm.

#### 1.3 Declaration of Interests

Conflict of Interest Declaration Register was tabled and noted.

#### 1.4 Minutes of Previous Meeting

The minutes of SESLHD Board meeting held on 31 July 2024 were tabled and reviewed by the Board.

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*Resolution:* The Board resolved that the minutes of SESLHD Board meeting held on 31 July 2024 be signed as a true and correct record of the meeting.

#### 1.5 Actions from previous meetings

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

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*Resolution:* The Board notes the information provided.

## 2 Committees

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

Minutes of the meeting held on 29 July 2024 were tabled in the papers and taken as read. The Board notes that financial results for July 2024 and key drivers was discussed at F&P meeting held on Monday, 26 August 2024.

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*Resolution:* The Board notes the information provided.

### 2.2 Quality, Safety and Culture Board Committee (QS&C)

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

### 2.3 Audit and Risk Committee (ARC)

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

### 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 tabled, including the correspondence regarding Critical Infrastructure Risk Management Program (CIRMP). The Board notes that the SESLHD CIRMP Annual Report will be provided to the Board in September 2024, following review by the ARC Members at 5 September 2024 meeting.

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*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 highlighted:

- Official launch of SESLHD Aboriginal Health Plan on 23 August 2024
- Appointment of CE Sydney Local Health District and acting arrangement for Deputy Secretary, Health System Strategy and Patient Experience, NSW Health
- People Matter Employee Survey 2024 is open from 19 August to 13 September
- Special Commission of Inquiry visit to SESLHD
- SESLHD Director, Strategy, Innovation and Improvement recruitment is underway.

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*Resolution:* The Board notes the information provided.

### 4.2 Board Chair Report

The Board Chair's report was tabled and taken as read, including attendance at Randwick Health & Innovation Precinct Executive Precinct Committee meeting and the Sutherland Hospital annual fundraising Gala this Saturday, 31 August 2024.

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*Resolution:* The Board notes the Chair's report.

### 4.3 Patient Story

The Patient Story provided by the Royal Hospital for Women was noted.

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*Resolution:* The Board notes the information provided.

#### 4.4 Innovation Story

The Board welcomed Simone Payn, A/Co-Director Nursing, Midwifery & Operations, Program 2 and Vicki Weeden, General Manager, TSH to the meeting and deliver a presentation about Paediatric Procedures on Day (POD), a chair-based model of care where children can receive intravenous infusion, as well as pre and post-operative day stay treatment. The presentation provided the background/case for change, innovation, the positive outcomes and the next steps, including capacity for growth to enable service expansion.

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*Resolution:* The Board notes the information provided.

## 5 New Business

#### 5.1 Paper – 2024 SESLHD Annual Public Meeting

A paper detailing the 2024 SESLHD Annual Public Meeting (APM) is provided, noting the draft agenda, keynote speaker and patient story for 2024 APM requires the Board's endorsement. The Board notes that plans are underway for 2024 SESLHD APM, which will be hosted at SSEH and livestreamed on Monday, 16 December 2024.

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*Resolution:* The Board notes the information provided and resolved to endorse the draft agenda, keynote speaker, and patient story for the 2024 SESLHD APM.

#### 5.2 Paper – Lord Howe Island Community Strategic Plan 2024-34

A paper describing the Lord Howe Island Community Strategic Plan 2024-34 is provided. Director, Nursing and Midwifery Services advised that Lord Howe Island Board is developing the 'Lord Howe Island Community Strategic Plan 2024-34'. Key items that relate to SESLHD and NSW Health, the initial review of the Plan and the next steps were discussed. Further updates will be provided to the Board at future meetings.

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*Resolution:* The Board notes the information provided.

#### 5.3 Paper - Nomination of Daniel Treacy to SESLHD Medical and Dental Appointments Advisory Committee (MDAAC)

A paper nominating Mr Daniel Treacy to fill the non-medical and Deputy Chair vacancy on the SESLHD MDAAC was provided for the Board's endorsement.

DCG&MS advised that under the SESLHD Bylaws, the MDAAC is to have a non-medical member of the Committee who becomes the Deputy Chair. The most recent non-medical representative, Ms Lisa Altman, Director Strategy, Innovation, and Digital Health has departed SESLHD. It is recommended that Mr Daniel Treacy, Physiotherapy Lead and SESLHD representative to the State Clinical Advisory Committee be appointed by the Board to fill this vacancy.

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*Resolution:* The Board resolved to endorse the nomination of Mr Daniel Treacy to the role of non-medical representative and Deputy Chair of the SESLHD MDAAC.

## 6 Regular Reporting

#### 6.1 Finance Report

The Finance report was tabled and taken as read. The financial results for the month of July 2024 were discussed, noting the full year forecast is due for submission to Ministry of Health end of August 2024. FTE variance FYTD to last year, reflected in the League table was noted.

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**Resolution:** The Board notes the Finance Report.

## **6.2 Operations Report**

The Operations report was tabled and taken as read, including updates on SESLHD elective surgery recovery, Emergency Department Assessment Unit, Medical Imaging and Voluntary Assisted Dying.

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**Resolution:** The Board notes the Operations Report.

## **6.3 Performance Report**

The Integrated Performance Report for July 2024 and MoH League Table for June 2024 was tabled and noted by the Board.

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**Resolution:** The Board notes the information provided.

## **6.4 Clinical Governance Report**

The Clinical Governance report was tabled and taken as read. DCG&MS highlighted the establishment of SESLHD Patient Safety and Quality Committee, with the first meeting held on Thursday, 22 August 2024. New reporting format of the Clinical Governance Report was noted.

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**Resolution:** The Board notes the information provided.

## **6.5 Capital Works Report**

The Capital Works report was tabled and taken as read.

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

# **7 Meeting Finalisation**

## **7.1 Business Without Notice**

Nil.

## **7.2 Noting of Confidential Items**

Nil

## **7.3 Next Meeting**

It is noted that next SESLHD Board meeting is scheduled on Wednesday, 25 September 2024 at St George Hospital.

## **7.4 Close**

The meeting closed at 6:10pm.

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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**