

SESLHD Board Meeting – Minutes

T24/14551

Date:	Wednesday, 28 February 2024
Time:	4:00pm – 7:00pm
Location:	Microsoft TEAMS Meeting
Present:	Dr Deb Graves (Board Chair) Arthur Diakos Anna Guillan Elli Baker Dr Gregory Levenston Dr Jan Dudley Dr John Estell Helene Orr Liam Harte Jonathan Doy
Ex Officio Invitees:	Tobi Wilson, Chief Executive Kim Olesen, Executive Director Operations Ian Anderson, Director, Finance Dr Jo Karnaghan, Director, Clinical Governance and Medical Services Kate Hackett, Director, Nursing and Midwifery Services
Guests:	Chris Hay, General Manager, Mental Health Services Dr Adith Mohan, Research Fellow, Senior Staff Specialist, Neuropsychiatric Institute, Prince of Wales Hospital Fiona Fahey, Director, People and Culture Sharon Carey, General Manager, Corporate Services Isabel Gordon, Management Trainee OCE (observer)
Apologies:	Allan Spigelman, 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 4:45pm.

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 SESLHD Board meeting held on 29 November 2023 were tabled and reviewed by the Board.

Resolution: The Board resolved that the minutes of SESLHD Board meeting held on 29 November 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, noting updates on progress against the action plan to implement the recommendations from POWH SMO Recruitment and Reappointment Process Review report will be provided to the Board in March 2024.

Resolution: The Board notes the information provided.

2 Committees

2.1 Finance and Performance Committee

Minutes of the meeting held on 27 November 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 2 November 2023 were tabled in the papers and taken as read, noting the next QSBC meeting is on Thursday, 14 March 2024.

Resolution: The Board notes the information provided.

2.3 Audit and Risk Committee (ARC)

Draft minutes of the meeting held on 1 December 2023 were tabled in the papers and taken as read, noting that the SESLHD ARC Annual Report had been approved at the meeting for submission to the Board for endorsement. Ms Helene Orr provided a summary of the Annual Report, including key activities and achievements for 2022/23 and focus areas and plans for 2023/24. It is noted that key risks and challenges for the District include workforce shortages and recruitment, budget/financial performance and cyber security.

Dr Jan Dudley noted that the risk level rating for Work Health and Safety is High in the Internal Audit Report Summary within the SESLHD ARC Annual Report. CE advised the recommendations arising from the internal audit reports have been reassessed and actioned on. Good progress has been made across the District, with significant works led by the Director, People and Culture.

Dr Greg Levenston noted the level of compliance for Staff Specialists' secondary employment declaration. CE advised ongoing audit and review are underway to identify the gap, with communications and education provided to the workgroup to raise the awareness of the obligations and improve the level of compliance.

Resolution: The Board notes the information provided and endorsed the SESLHD ARC Annual Report.

2.4 Board Strategic Community Partnerships Committee (BSCPC)

Draft minutes of the meeting held on 11 November 2023 were tabled in the papers and taken as read. It is noted that a presentation on multicultural Health in SESLHD was delivered by PaCH representative at the meeting. The Consumers and Partners Showcase Report and Consumer Advisory Committee Summary Report were tabled, as well as updates on review of the four BSCPC focus areas.

Resolution: The Board notes the information provided.

3 Matters for Noting

3.1 Correspondence Register

The correspondence register was provided, including:

- Letter from Neuroscience Research Australia (NeuRA) Board Chair regarding proposed amendments to NeuRA Constitution.
- SESLHD Quarterly Board Reports for July - September 2023.
- Letter from the Minister for Health regarding appointments to LHDs and Speciality Network Boards.
- Response from SESLHD Board Chair to Royal Australian and New Zealand College of Obstetricians and Gynaecologists regarding bullying, harassment and discrimination in obstetrics and gynaecology survey results.

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 regarding:

- The Emergency Department Assessment Unit (EDAU) Prince of Wales Hospital Go Live
- SESLHD Nursing and Medical workforce recruitment
- SESLHD performance meeting with Ministry of Health (MoH), noting the focus areas are budget/financial performance and elective surgery.

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 of the SESLHD Annual Public Meeting, Clinical and Quality Council meeting, Mindgardens Neuroscience Network meeting, Council of Board Chairs and SESLHD Medical Staff Executive Council.

Resolution: The Board notes the Chair's report.

4.3 Patient Story

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

Resolution: The Board notes the information provided.

4.4 Innovation Story

The Board welcomed Chris Hay, General Manager, Mental Health Services and Dr Adith Mohan, Research Fellow and Senior Staff Specialist, Neuropsychiatric Institute, Prince of Wales Hospital to join the meeting and present on the Mindgardens Functional Neurological Disorders (MG FND) Clinic, which was established in August 2022 as a pilot project with the support of a Mindgardens Neuroscience Network Translational Research Grant. The broad aim of the Clinic has been to address gaps in service provision for people with FND in NSW and to objectively evaluate the effectiveness of a 'real-world' FND clinic. It is the first clinic of its kind in NSW. The presentation provided the background information, including the scope of the problem/case for change for the FND Clinic's model of care, innovation, achievements and impact and next steps.

There were discussions regarding exploring development, marketing and funding opportunities for the FND Clinic's model of care to be adopted on a State-wide scale, noting current funding ends in September 2024. CE advised further work is required to establish a more comprehensive model with ongoing communications with MoH and key stakeholders in place to promote the model of care and seek support.

Resolution: The Board notes the information provided.

5 New Business

5.1 Paper – SESLHD Diversity, Inclusion and Belonging Strategy 2024-26

A paper regarding SESLHD Diversity, Inclusion and Belonging (DIB) Strategy 2024-26 was provided to the Board for endorsement. Director, People and Culture advised the DIB Strategy promotes creation of a culture where inclusion and belonging are embedded in all activities and practices across SESLHD, and people within the District feel empowered to bring their whole self to work. Employees from across SESLHD were invited to participate in focus groups during the strategy development process. The draft Strategy was circulated to leadership teams and significant consultation was undertaken to align with the SESLHD LGBTIQ+ Strategy, with each of the strategies complementing and referencing the other. Following the launch of the Strategy, March 2024 will be celebrated across the District as 'Inclusion Month' where a number of events and initiatives will take place supporting diversity, inclusion and belonging.

The Board Members acknowledged the effective presentation about SESLHD DIB Strategy at SESLHD Strategy Planning Day.

Ms Anna Guillan noted that a set of actions specific to all diverse groups are listed in the SESLHD DIB Strategy for 2024-25. Director, People and Culture advised significant works and activities are already underway to ensure the deliverables are met. Quarterly report on progressing and delivery will be provided to the Board.

Resolution: The Board notes the information provided.

5.2 Paper – SESLHD Burudi Muri Yagu (BMY) Aboriginal Health Plan planning

A paper detailing the planning being undertaken to develop the BMY Aboriginal Health Plan across SESLHD was tabled for the Board's information.

Director, Aboriginal Health advised that the SESLHD Aboriginal Health Unit is developing the BMY Aboriginal Health plan for 2024-2026. The strategic directions of the plan will be developed in February and March 2024 via community and stakeholder consultation. These strategic directions will then be validated in April via a testing phase with key internal and external stakeholders. A final version of the plan will be presented to the Board in June, for an official launch during NAIDOC week in July 2024.

Resolution: The Board notes the information provided.

5.3 Paper – Appointment of Christine Feldmanis and extension of Helene Orr as independent members of the SESLHD Audit and Risk Committee (ARC)

A paper proposing the extension of term of Helene Orr as independent member, and the appointment of Christine Feldmanis as independent member and incoming chair of the SESLHD ARC was provided to the Board for endorsement. It is noted that the appointment requests are due to upcoming term expiry dates and vacancies for independent members and chair of the SESLHD ARC.

Resolution: The Board resolved to resolve to approve the extension of term of Helene Orr as independent member, and the appointment of Christine Feldmanis as independent member and incoming chair of the SESLHD ARC.

5.4 Paper – St George Hospital Radiology training accreditation (**Confidential**)

Resolution: The Board notes the information provided.

5.5 Paper – Medical Imaging Reporting

A paper detailing the strategies in place to reduce the backlog of medical imaging reporting across SESLHD is provided. Executive Director Operations advised that there is a backlog of unreported Medical Imaging cases across NSW. MoH have created a Medical Imaging working group with attendance by Chief Executives and Subject Matter Experts to table critical and strategic matters. SESLHD submitted a report on 22 January 2024 to MoH on the number of unreported cases, including the number of Paediatric overdue cases. Improvement was seen from the strategies embedded across SESLHD, noting Director, Medical Services SGH has been invited to present at the MOH Medical Imaging Working Group meeting today, 28 February 2024, on the SESLHD Reporting Engine model.

Resolution: The Board notes the information provided.

5.6 Paper – Nursing Safe Staffing Levels (Confidential)

Resolution: The Board notes the information provided.

5.7 Paper – Neuroscience Research Australia (NeuRA) Constitution

A paper detailing SESLHD concurrence with the amendments of the NeuRA constitution was provided to the Board for information. CE advised that by letter dated 24 April 2023, NeuRA provided SESLHD with a proposed new Constitution. Under clause 32 of the Constitution, SESLHD has the right to veto or to approve changes to the Constitution. Following negotiation in relation to the wording of Clause 11.1, agreement has been reached and SESLHD may appoint up to two Directors.

Resolution: The Board notes amendment of the NeuRA Constitution and clause relating to SESLHD nomination of Directors.

5.8 Paper – Health Science Alliance (HSA) governance harmonisation

A paper providing updates on the HSA governance harmonisation was tabled. CE advised that the District is working with Sydney Children's Hospitals Network, MoH and NSW Treasury to progress the harmonisation between the HSA and the Randwick Health and Innovation Precinct (RHIP). The proposed governance model leverages the existing HSA entity and harmonises HSA and RHIP governance structures. In effect, the HSA will become the RHIP incorporated entity. The HSA Board will replace Precinct Council as the managing body and will be required to do so in accordance with the Amended RHIP Collaboration Agreement, and the proposed changes to the HSA Constitution. The venture has the potential to have significant benefits and presents a very low risk.

Resolution: The Board noted the information provided.

6 Regular Reporting

6.1 Finance Report

The Finance report was tabled and taken as read.

Director of Finance advised the expenditure for SESLHD is \$3.6 million favourable to budget for the month of January 2024 and \$32.5 million unfavourable to budget YTD. Total own source revenue was \$13m unfavourable due to lower than budgeted activity. As at January 2024, Full year expense forecast for SESLHD is \$35.3 million above budget. Full year own source revenue is expected to be \$29.5m below budget, noting that there are ongoing communications with CFO NSW Health for revisiting revenue budget for SESLHD. Subject to finalisation of the result for February 2024, it is expected that the projection to MoH will increase to around \$45 million above expenditure budget for the full year. It is noted that MoH requires an updated forecast by the end of March to complete information required for the budget process. SESLHD intends to provide one update to the projection between now and the end of the year.

CE advised briefing sessions with key leaders held to improve consistency and transparency of the budget build process across SESLHD.

Resolution: The Board notes the Finance Report.

6.2 Operations Report

The Operations report was tabled and taken as read. Executive Director Operations highlighted the significant works towards SESLHD Elective Surgery Recovery and the increase seen with ED presentations across all sites comparing to previous year.

Resolution: The Board notes the Operations Report.

6.3 Performance Report

Integrated Performance Report for January 2024 and MoH League Table for November and December 2023 were tabled and noted by the Board.

Resolution: The Board notes the information provided.

6.4 Capital Works Report

The Capital Works report was tabled and taken as read. General Manager, Corporate Services provided a summary of the redevelopment across SESLHD, noting the capital projects are on track with no significant risks identified.

Resolution: The Board notes the Capital Works Report.

6.5 Safety and Quality report

The Clinical Governance report was tabled and taken as read. DCG&MS advised Clinical Governance Unit is reviewing HAC data reporting format to align with MoH data presentation, which will be reflected in the Safety and Quality report for future Board meetings.

Resolution: The Board notes the Clinical Governance Report.

6.6 Work Health and Safety report

Work Health and Safety report was tabled and taken as read.

Resolution: The Board notes the Work Health and Safety report.

7 Meeting Finalisation

7.1 Business Without Notice

Nil

7.2 Noting of Confidential Items

There were no confidential items raised.

7.3 Next Meeting

It is noted that next SESLHD Board meeting is scheduled on Wednesday, 27 March 2024 at Conference Room, Ground Floor, Mental Health Unit, 11 South Street, KOGARAH.

7.4 Close

The meeting closed at 7:00pm.

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**