

SESLHD Board Meeting – Minutes

T24/74192

Date:	Wednesday, 30 October 2024
Time:	4:00pm – 7:00pm
Location:	Boardroom, Level 1, Admin Block, Sydney/Sydney Eye Hospital
Present:	Jonathan Doy (A/Board Chair) Arthur Diakos Anna Guillan (via TEAMS*) Dr Gregory Levenston Dr John Estell Elli Baker Helene Orr Jan Dudley Liam Harte * Grant Eruini-Bennett, Chair, Medical Staff Executive Council *
Ex Officio Invitees:	Tobi Wilson, Chief Executive (CE) Ian Anderson, Director of Finance (DoF) Kate Hackett, Director, Nursing and Midwifery Services Dr Jo Karnaghan, Director, Clinical Governance & Medical Services (DCG&MS) *
Guests:	Andrew Cook, Project Manager, Digital Health* Clarence Yap, A/Director, Digital Health Sharon Carey, General Manager Corporate Services* Cassandra Manning, Management Trainee OCE (observer)
Apologies:	Dr Debra Graves, Board Chair Allan Spigelman, Board Member Kim Olesen, Executive Director Operations
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 5:10pm.

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 25 September 2024 were tabled and reviewed by the Board.

Resolution: The Board resolved that the minutes of SESLHD Board meeting held on 25 September 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, with a verbal update on St George Hospital training accreditation provided by DCG&MS. The Board notes the progress made and agreed to close the action item.

Resolution: The Board notes the information provided and resolved to close the action item regarding St George training accreditation.

2 Committees

2.1 Finance and Performance Committee (F&P)

Minutes of the meeting held on 24 September 2024 were tabled in the papers and taken as read.

Resolution: The Board notes the information provided.

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

Draft minutes of QS&C meeting held on 12 September 2024 was tabled in the papers and taken as read.

2.3 Audit and Risk Committee (ARC)

Draft minutes of ARC meeting held on 5 September 2024 was tabled in the papers and taken as read. Endorsed the FIS/Audit management letter with no significant issues raised. Charter endorsed.

2.4 Board Strategic Community Partnerships Committee (BSCPC)

It is noted that there are no minutes for this month. Next meeting will be on Thursday, 14 November 2024. SESLHD Consumers & Partners Showcase was held on Thursday, 24 October 2024. A report will be generated and included in SESLHD BSCPC Annual Report.

3 Matters for Noting

3.1 Correspondence Register

The correspondence register was tabled, including the Quarterly Board Report for April-June 2024.

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 verbal update on following matters:

- Appointment and change of Senior Executives roles within NSW Health, including establishment of a new Infrastructure and Asset Management Division within the Ministry of Health (MoH); appointment of CE, eHealth NSW and movement of CE Mid North Coast Local Health District.
- Meeting that CE & Board Chair had with the Secretary and Deputy Secretary, Financial Services and Asset Management and Chief Financial Officer, NSW Health, to discuss SESLHD Efficiency Planning, including FY2024-25 Budget recap, approach to savings across SESLHD, results to date and further steps/options.

Resolution: The Board notes the information provided.

4.2 Board Chair Report

The Board Chair's report was tabled and taken as read.

Resolution: The Board notes the Chair's report.

4.3 Patient Story

The Patient Story provided by the Integrated Care Unit / Emergency Department to Community Team in Population and Community Health was noted.

Resolution: The Board notes the information provided.

4.4 Innovation Story – Digital Health

The Board welcomed Andrew Cook, Project Manager and Clarence Yap, A/Director, Digital Health to join the meeting and present on Biomedical Device Integration (BMDI) project. The presentation provided the background/case for change, the innovation in terms of new workflow, outcomes including the positive adoption and feedback of BMDI at Prince of Wales Hospital and the next steps.

The Board acknowledges the positive impact and success of this project, noting the funding and resource requirements to support further implementation. The importance of the state-wide integration of electronic medical records (eMR) was also highlighted at the Single Digital patient Record Working Group meeting.

Resolution: The Board notes the information provided.

5 New Business

5.1 Paper – SESLHD Management Reduction Strategy

A paper providing updates on SESLHD Management Reduction Strategy Phase 1 and 2 is provided. The Board notes that feedback received during the Phase 2 consultation process identified three main areas of concern. As a result of the feedback adjustments have been made to the proposed structures and the revised plan and organisational charts will be open for consultation for a further week. Further updates will be provided to the Board.

Resolution: The Board notes the information provided.

5.2 Paper – 2024 People Matters Employment Survey (PMES) Update and Results

A paper providing the 2024 PMES results for SESLHD was included, with a presentation delivered by Director, People and Culture. The presentation includes the participation rate, strategies used to encourage participation, a summary of the results including key themes and the recommended focused areas for SESLHD. Next steps will include development of the District Action Plan, following which the implementation of Action Plans and regular updates on progress will be provided to the Board.

CE highlighted the positive results that Royal Hospital for Women has achieved on Flexible Working through PMES 2024, noting the learnings will be shared across the District for improvement.

Resolution: The Board notes the information provided.

5.3 Paper – Health Science Alliance (HSA) & Randwick Health and Innovation Precinct (RHIP) Governance Harmonisation

A paper proposing changes to the RHIP Collaboration Agreement and HSA Constitution, post feedback received from Treasury about the implications of the originally proposed membership structure and Board Composition for HSA is provided to the Board for review.

Subject to endorsement by SESLHD Board, updated brief will be provided to MoH and NSW Treasury for approval for HAC, SCHN and SESLHD to become members of the RHIP Collaboration joint venture under the Government Sector Finance Act (2018).

Resolution: The Board notes the information provided and resolved to endorse the proposed composition of the HSA Board and amendment to the proposed constitution.

6 Regular Reporting

6.1 Finance Report

The Finance report was tabled and taken as read, including the financial results for the month of September 2024 and YTD. Discussions had around the key drives and challenges. It is noted that full year forecast is required to be provided to MoH in October 2024. Final forecast will be certified next March for submission. Opportunity of efficiency savings from St George Hospital redevelopment was flagged. CE advised offline discussions and review to occur.

Resolution: The Board notes the Finance Report.

6.2 Operations Report

The Operations report was tabled and taken as read. CE highlighted the improvement on the District's Transfer of Care performance. The Board notes that opportunities for additional funding for elective surgery to be completed before the end of the financial year is under consideration for all sites/services within SESLHD.

Resolution: The Board notes the Operations Report.

6.3 Performance Report

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

Resolution: The Board notes the information provided.

6.4 Clinical Governance Report

It is noted that there is no Clinical Governance Report for this month. DCG&MS advised the actions taken and findings from the deep dive into the District's Hospital Acquired Complications (HACs) performance, including data integrity concerns in October 2024, focus on Healthcare Associated Infections and Hospital Acquired Venous thromboembolism (VTE) and benchmarking exercise with other LHDs. Facilities across SESLHD will review individual HAC data based on the revised definitions and continue implementing strategies to address areas requiring improvement.

While acknowledging the comprehensive approaches the District has taken to meet HAC targets/KPIs reflected in the FY2024-25 Service Agreement, the Board highlights the importance to prioritise the Patient Safety and Quality. CE and DCG&MS confirmed that the focus remains on providing evidence-based patient care towards actions and strategies to improve HAC performance, including ensuring sound clinical practices in place and sensible test ordering.

Resolution: The Board notes the information provided.

6.5 Capital Works Report

The Capital Works report was tabled and taken as read, with a verbal summary provided by General Manager, Corporate Services. It is noted that the capital projects within SESLHD are on track, with no significant risks identified.

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, 27 November 2024 at the Royal Hospital for Women.

7.4 Close

The meeting closed at 7.05pm.

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



**Board Chair
Deb Graves**

