

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

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**Date:** Wednesday, 27 April 2022  
**Time:** 4:00pm – 7:00pm  
**Location:** Virtual\*/ Sydney Eye Hospital, 8 Macquarie Street, Sydney NSW 2000

**Present:** Debra Graves, Deputy Chair  
Allan Spigelman  
Arthur Diakos\*  
Elli Baker\*  
Greg Levenston  
Helene Orr\*  
Jan Dudley  
John Estell  
Jonathan Doy  
Liam Harte

**Ex Officio** Tobi Wilson, Chief Executive  
**Invitees:** Payal Kapoor, Director Finance  
Kim Olesen, Executive Director, Operations  
Kate Hackett, Director, Nursing and Midwifery Services\*

**Guests:** Claire O'Connor, A/Director People and Culture  
Jennie Barry, General Manager, Prince of Wales Hospital  
Christopher White, Director of Research  
Stephanie Hage, Management Trainee (observer)

**Apologies:** Michael Still, Board Chair  
Jo Karnaghan, Director, Clinical Governance and Medical Services

**Secretariat:** Freda Pierce, Manager Office of the Chief Executive

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### Focus Area - Presentations

**Presentation:** Workforce Wellbeing – Supporting Teams to Thrive  
**Guest Presenters:** Kate Hackett, Claire O'Connor

The Board welcomed the guest presenters. An acknowledgement of country was shared.

The A/Director People and Culture provided a brief overview and introduction to the presentation, highlighting what is involved in workforce wellbeing

The presentation covered the spectrum of wellbeing from the individual to workplace culture. The PMES survey results were noted as well as the SESLHD focus on wellbeing strategies to bring employees a sense of being valued and recognised.

The Director of Nursing and Midwifery provided the Board with an overview of initiatives including

- Wellbeing grants
- Appointment of local wellbeing ambassadors
- Small acts of kindness initiative, and
- infrastructure improvements – spaces and places people can access during downtime.

Information was provided about a District Wellbeing Committee, executive sponsorship and membership from each facility and across disciplines.

The Board supported SESLHD's approach to workforce wellbeing and the strategic link to *Supporting Teams to Thrive*.

The Chair and members thanked the presenters.

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*Resolution:* The Board noted the information provided and requested report on outcomes.

*Action:* Report back in six months – update to be provided to October meeting.

**The Acting Director People and Culture left the meeting.**

**The General Manager Prince of Wales Hospital joined the meeting**

**Presentation:** Randwick – Acute Services Building - update

**Guest Presenters:** Jennie Barry, Payal Kapoor

The Board welcomed the presenters.

The Chief Executive and General Manager provided a brief overview and introduction to the presentation, highlighting the finance and workforce planning.

It was noted there will be staged openings of spaces and workforce numbers will be aligned to ensure clinical safety. There was brief discussion of full time equivalent (FTE) staff numbers and models of care. Noting that clinicians are keen to move into the building and provide innovative models of care.

Updated Financial Impact Statements (FIS) will be provided to Board when available.

The Chair and members thanked the presenters.

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*Resolution:* The Board noted the information provided.

**The General Manager Prince of Wales Hospital left the meeting**

## 3. Opening

### 3.1 Present and Apologies

A quorum was present, and the meeting opened at 4:50pm.

### 3.2 Declaration of Interests

There were no declarations of interest raised.

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*Resolution:* The Board noted the information provided.

### 3.3 Minutes of Previous Meeting

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

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*Resolution:* The Board resolved that the minutes of the previous meeting held on 30 March 2022 be signed as a true record of the meeting.

### 3.4 Actions from previous meeting

The Chief Executive provided a verbal update around master planning at Randwick and the Macquarie precinct.

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*Resolution:* The Board noted the information provided.

## 4 Committees

### 4.1 Finance and Performance Committee

The Board noted a meeting was held on 26 April 2022. Minutes will be provided to the next meeting of the Board.

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*Resolution:* The Board noted the information provided.

### 4.2 Quality and Safety Committee

Minutes of the 3 February 2022 were tabled in the papers and taken as read.

The Chief Executive provided a verbal update noting reaccreditation of St George Hospital for Intensive Care training and Prince of Wales Hospital radiology/ medical imaging training accreditation. The Deputy Chair noted successful accreditation of Sutherland Hospital.

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*Resolution:* The Board noted the information provided.

*Action:* Update to be provided to May meeting of the Board concerning response to review into Medical Imaging

### 4.3 Audit and Risk Committee

Minutes of the 11 March 2022 were tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided.

## 5 Standing Items

### 5.1 Patient Story

The Patient Story, concerning care provided at St George Hospital was tabled in the papers and taken as read. The Board noted the moving story this month and commended the staff involved. The Board thanked the patient's family for sharing the story.

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*Resolution:* The Board noted the information provided.

*Action:* The story is to be shared with the MoH, with the consent of the patient's family.

### 5.2 Board Chair Report

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

### 5.3 Chief Executive Report

The Chief Executive's Report was tabled in the papers and taken as read.

In addition, the Chief Executive highlighted the Clinical Services Plan and noted the process has commenced. The Director Strategy, Innovation and Improvement will attend a future meeting to brief the Board around specialisation of services and the future of community based services.

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*Resolution:* The Board noted the Chief Executive's report and information provided.

*Action:*

1. Minderoo Foundation indigenous employment report will be available for next meeting.
2. Videos to support recruitment will be available for the Board to view
3. The DSII will attend Board meeting and brief Board around specialisation of services and what community based services may look like in the future.

### 5.4 Finance Report

The Finance Report was provided in the papers and taken as read.

SESLHD's financial position was reported as favourable and performing to expectation

SESLHD will continue to identify and explore opportunities for sustainable efficiencies. In particular, SESLHD is investigating, in detail, the financial impact of responding to the pandemic against regular activities.

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*Resolution:* The Board noted the information provided.

## 5.5 Operations Report

The Operations Report was tabled in the papers and taken as read.

The Chief Executive highlighted to the Board current plans for the efficient roll out of flu vaccines. The impact of COVID was discussed including; Residential Aged Care Facilities (RACFs), supply of COVID anti-virals, furlough of staff with COVID related issues and elective surgery recovery plans.

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*Resolution:* The Board noted the Operations Report.

## 5.6 Performance Reporting

### 5.6.1 Integrated Performance Report

### 5.6.2 Ministry of Health League Table

### 5.6.3 Ministry of Health – SESLHD Quarterly Board Report for October to December 2021

The Performance Reports were tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided.

## 6 Regular Reporting

### 6.1 Capital Works Reporting

The Capital Works Report was tabled in the papers and taken as read.

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

### 6.2 Research Directorate Quarterly Board Report

#### **The SESLHD Director of Research joined the meeting to provide a verbal update**

The Director was pleased to report that research is embedded into the SESLHD strategy moving forward. The Director noted that health services should implement translational research that makes a difference and feels that processes and ethics committees have been structured in a way that fosters engagement.

The Director spoke about; agreements with universities and leveraging opportunities from intellectual property; the need to ensure clinical trial effectiveness and return; education of our workforce; and improving research literacy.

The following research reports were tabled in the papers and taken as read.

#### **6.2.1 OHMR Research Ethics and Governance Metrics Program NSW PHOs (Q3 2021 – Metrics Activity Report**

#### **6.2.2 OHMR Research Ethics and Governance Metrics Program NSW PHOs (Q4 2021 – Metrics Activity Report**

#### **6.2.3 Randwick Health and Innovation Precinct – RHIP – Translational Research Strategy**

The Board thanked the Director for his time and commended the commitment to translational research.

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*Resolution:* The Board noted the information provided.

The Director of Research left the meeting.

## 7 New Business

### 7.1 RIS PACS Project – successful roll out

The paper providing information about the successful roll out of the Radiology Information Systems [RIS] and Picture Archiving and Communication Systems [PACS] was tabled in the papers and taken as read.

The Board commended the successful roll-out of the project and mitigation of risks

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*Resolution:* The Board noted the information provided.

### 7.2 Safety Attitudes Questionnaire (SAQ)

The paper concerning the Safety Attitudes Questionnaire (survey) was tabled in the papers and taken as read.

The Board supported SESLHD's focus on the importance of measuring safety culture for quality improvement

Results of the questionnaire will be provided to the Board

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*Resolution:* The Board noted the information provided.

*Action:* Collated results of the SAQ will be provided to the Board.

### 7.3 SESLHD Nomination of Directors to NeuRA Board

The Deputy Chair asked that Mr Jonathon Doy chair this item.

The paper recommending nominations of Directors to the NeuRA Board was tabled. After short discussion the Board resolved to support the recommendation.

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*Resolution:* That the SESLHD Board endorses nomination of Dr Debra Graves and Associate Professor Christopher White to serve as Directors on the Board of Neurosciences Research Australia (NeuRA).

*Action:* Correspondence to be provided to the Chair of the NeuRA Governing Council.

### Dr Debra Graves resumed the Chair

### 7.4 Lease between ANZ Hospitals Pty Ltd and SESLHD – Prince of Wales Private Hospital

#### 7.4.1 Hickson Law confidential legal advice – Prince of Wales lease

The paper in relation to lease of space to ANZ Hospitals Pty Ltd (Healthscope) was tabled and taken as read.

The Board noted the legal advice tabled and supported the proposed plan.

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*Resolution:* The Board noted the information provided.

### 7.5 National Network of Comprehensive Dementia Centre

#### 7.5.1 NCDC Brochure

The paper providing an outline for the National Network of Comprehensive Dementia Centres, and the related brochure, was tabled in the papers and taken as read.

It was noted that the concept originated in Victoria and is moving to a national perspective. Business cases are being developed, the Secretary NSW Health, and State and Federal Ministers have been alerted.

The Board supported the concept.

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*Resolution:* The Board noted the information provided.  
*Action:* The Board will be kept updated should there be further developments.  
*Due:*

#### **7.6 Extension of term for member of the SESLHD Audit and Risk Committee (ARC)**

The paper recommending extension of term of a member of the SESLHD ARC was provided in the papers and taken as read.

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*Resolution:* The Board resolved to approve the extension of the appointment of Ms Jeanette Barker to the SESLHD Audit and Risk Committee.  
*Action:* The ARC Committee will be advised.

## **8 Matters for Noting**

### **8.1 Correspondence Register**

*Resolution:* The Board noted the information provided.

## **9 Meeting Finalisation**

### **9.1 Business Without Notice**

Presentations to the Board

Discussion of presentations to Board and constructive suggestions on format. The Chief Executive will pass on the suggestions.

### **9.2 Noting of Confidential Items**

There were no confidential items raised.

### **9.3 Next Meeting**

The next Board meeting is scheduled for **Wednesday, 25 May 2022** at 8 Macquarie Street, Sydney.

### **9.4 Close**

The meeting closed at 7:02pm

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



25/5/2022

**Dr Debra Graves,  
Deputy Chair**