

## SESLHD Board Meeting – Minutes

T24/27284

Date:	Wednesday, 24 April 2024
Time:	4:00pm – 7:00pm
Location:	Microsoft TEAMS Meeting
Present:	Dr Debra Graves (Board Chair) Arthur Diakos Anna Guillan Elli Baker Dr Gregory Levenston Dr Jan Dudley Allan Spigelman Jonathan Doy Liam Harte
Ex Officio Invitees:	Tobi Wilson, Chief Executive (CE) Kim Olesen, Executive Director Operations Ian Anderson, Director, Finance Kate Hackett, Director, Nursing and Midwifery Services
Guests:	Fiona Fahey, Director, People and Culture Troy Harvey, Executive Director, Capital and Commercial Advisory, Health Infrastructure NSW Claire O'Connor, Director, Allied Health Dr Joshua Wakefield, Deputy Head of Department, Physiotherapy, Prince of Wales Hospital Skye Parsons, Director, Aboriginal Health Andrew Elliott, Director, Digital Health (CIO) Dr John Shephard, Deputy Director, Clinical Governance & Medical Services Sharon Carey, General Manager, Corporate Services Isabel Gordon, Management Trainee, Office of the CE (observer)
Apologies:	Dr John Estell, Board Member Helene Orr, Board Member Dr Jo Karnaghan, Director, Clinical Governance and Medical Services
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 (COI) Declaration Register was tabled. Declaration Register will be updated to reflect the Board Chair's COI since retirement from the Royal College of Pathologists of Australasia, including the new appointment as Chairman of the Queensland Public Health and Scientific Services Advisory Board, which does not represent a conflict.

Director Mindgardens Neuroscience Network and Examiner for The Royal Australasian College of Medical Administrators remain.

#### **1.4 Guest Presentation – Randwick Campus Private Hospital Development Opportunities** (Confidential)

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*Resolution:* The Board notes the information provided.

#### **1.5 Minutes of Previous Meeting**

The minutes of SESLHD Board meeting held on 27 March 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 27 March 2024 be signed as a true and correct record of the meeting.

#### **1.6 Actions from previous meeting**

The action log was tabled in the papers and taken as read, noting the action around providing updates to the Board on progress against the action plan to implement the recommendations from POWH SMO Recruitment and Reappointment Process Review report has been completed.

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*Resolution:* The Board notes the information provided.

## **2 Committees**

#### **2.1 Finance and Performance Committee**

Minutes of the meeting held on 25 March 2024 were tabled in the papers and taken as read.

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*Resolution:* The Board notes the information provided.

#### **2.2 Quality and Safety Board Committee**

It was noted there were no minutes for this month.

#### **2.3 Audit and Risk Committee**

It was noted there were no minutes for this month.

#### **2.4 Board Strategic Community Partnerships Committee**

It was noted there were no minutes for this month.

## 3 Matters for Noting

### 3.1 Correspondence Register

The correspondence register was tabled and noted.

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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 the overall positive response from St George Hospital (SGH), Prince of Wales Hospital (POWH) and Mental Health Services to the tragic event at Bondi Junction Westfield, which has been well received by the Community. The acknowledgement and appreciation from SESLHD Board is noted, with recognition event to be organised by the District.

The Board noted the creation of the combined role of SESLHD Director, Strategy, Innovation and Digital Health following the 2 years' secondment of current SESLHD Director, Digital Health to eHealth NSW, effectively Monday, 29 April 2024.

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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 of the SESLHD Clinical and Quality Council meeting, Dental Appointments Advisory Committee meeting and Mindgardens Neuroscience Network Limited (MNNL) Board meeting. The Chair's appointment to the MNNL Board nomination committee is noted.

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

### 4.3 Patient Story

The Patient Story provided by Sydney/Sydney Eye Hospital was noted.

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*Resolution:* The Board notes the information provided.

### 4.4 Innovation Story

The Board welcomed Ms Claire O'Connor, Director, Allied Health and Dr Joshua Wakefield, Deputy Head of Department, Physiotherapy POWH to join the meeting and present on the Physiotherapy Led Surgical Clinics. The presentation provides background/case for change, innovation involved, positive outcomes and the next steps. The clinic's multidisciplinary approach is highlighted, noting the potential opportunity to rollout the model of care across the District and widely consider Virtual Care technologies to address system challenges.

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*Resolution:* The Board notes the information provided.

## 5 New Business

### 5.1 Paper – SESLHD Aboriginal Health Plan

A paper providing updates on the SESLHD Aboriginal Health Plan was tabled. Director, Aboriginal Health advised that the Aboriginal Health Unit is developing the SESLHD Aboriginal Health Plan for 2024-2026. Consultation with Community, Aboriginal staff and

other stakeholders occurred throughout March 2024. Theming from these sessions is currently underway. The plan will centre around the following domains:

1. Aboriginal Health is everyone's business
2. Targeted work needs to occur
3. The clarified function of the Aboriginal Health Unit.

The Board noted the 2024 Aboriginal Health Dashboard NSW has been developed, which will be used by the District in guiding the efforts to improve Aboriginal health outcomes.

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*Resolution:* The Board notes the information provided.

#### **5.2 Paper – Completion of actions arising from Review of POWH Senior Medical Officer recruitment and reappointment process**

A paper advising completion of actions arising from the review of POWH Senior Medical Officer (SMO) Recruitment and Reappointment processes is provided. As previously briefed to the Board, an action plan was developed to implement the recommendations in the report from the review of the POWH's management of SMO recruitment and reappointments. A total of 18 recommendations were accepted and have now been fully implemented.

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*Resolution:* The Board notes the information provided.

#### **5.3 Paper – St George Hospital Radiology training accreditation update (Confidential)**

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*Resolution:* The Board notes the information provided.

#### **5.4 Paper – SESLHD Critical Infrastructure Risk Management Program (Confidential)**

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**Resolution:** The Board noted the information provided regarding SESLHD CIRMP.  
**Action:**

### **5.5 Paper – Meeting paper management for the SESLHD Board and Board Committees**

A paper proposing options for SESLHD Board and Board Committees meeting paper management is tabled for the Board's consideration. CE advised SESLHD has used Diligent Boards for meeting paper management for SESLHD Board and its committees since 2021. The contract with Diligent is due for annual renewal. In line with discussions being held at a state-level for NSW Health, what meeting paper management solution will be used going forward is proposed to the Board for consideration. The Board noted the annual cost of \$37,000 for SESHD, largely on a per-user basis for using Diligent Boards. Following the feedback received from the Board Members present, the preferred approach is to renew the Diligent Boards contract for another 12 months, prior to the proposed solution or decision from eHealth becoming available. Noting that Diligent Boards is used by some NSW Health organisations, CE will raise the opportunity to centrally review the contract and associated costs with eHealth.

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**Resolution:** The Board resolved to support renewal of Diligent Boards contract for another 12 months.  
**Action:** CE to raise the opportunity to centrally review the contract and associate costs for using Diligent Boards across NSW Health with eHealth.

### **5.6 Paper – Single Digital Patient Report (SDPR) update**

A paper providing update on the SDPR/ Epic program is included. CE advised that the State SDPR program has formally commenced. The program broadly has two years of design, before beginning to rollout at Hunter New England Local Health District initially, with the rollout / go-live for SESLHD scheduled to occur mid-2027. Recruitment to the core implementation team of circa 300 permanent positions with positions is open to all NSW Health employees and external. CE advised the latest data shows the impact to SESLHD is low, and considerably lower than many peer LHDs. Backfill of the positions that are potentially impacted is currently being discussed with MoH, eHealth and Chief Executives. The risks for SESLHD are currently being managed through the Digital Health Governance Steering Committee and the District Executive.

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

### **5.7 Paper – Nomination of Lisa Altman to SESLHD Medical and Dental Appointments Advisory Committee (MDAAC)**

A paper nominating Ms Lisa Altman to SESLHD MDAAC to fill the non-medical and Deputy Chair vacancy was provided to the Board for endorsement. CE advised that under the SESLHD Bylaws, the MDAAC is to have a non-medical member who becomes the Deputy Chair. The position is appointed by the Board. The most recent non-medical representative,

Mr Andrew Elliott, has taken a secondment to eHealth effective 29 April 2024 for a period of two years. Ms Altman, Director Strategy, Innovation and Digital Health has been nominated to replace Mr Elliott for the period of his secondment. CE indicated Ms Altman's intention to resign from the Prince of Wales Foundation (POWF) Board, in consideration of the capacity to commence the Director Strategy, Innovation and Digital Health role. Nomination of alternative SESLHD representative will be provided to the Board for consideration.

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**Resolution:** The Board notes the information provided and resolved to endorse the nomination of Lisa Altman to SESLHD MDAAC to fill the non-medical and Deputy Chair vacancy.

**Action:** OCE to prepare a paper nominating SESLHD representative to join POWF Board for the Board's consideration.

### 5.8 Paper – Garrawarra Centre position

A paper detailing the Garrawarra Centre Position paper is provided to the Board for noting. CE advised that paper has been prepared and submitted to MoH, outlining the current and future challenges of the Garrawarra Centre, explores alternatives for managing the identified risks and outlines a preferred option. Monthly meetings between SESLHD and MOH are in place to discuss further.

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

## 6 Regular Reporting

### 6.1 Finance Report

The Finance report was tabled and taken as read.

DoF advised that the expenditure for the month of March 2024 was \$12.6 million favourable to budget and \$26.2 million unfavourable to budget YTD. As at March 2024, full-year expense forecast is \$45.8m unfavourable and full-year own source revenue forecast is \$29.7m below budget.

DoF provided an overview of the budget build process, noting the round 2 includes:

- Review of assumptions and identification of efficiencies required
- Built-up of other expense categories
- Commence development Efficiency Improvement Plans, noting the methodology for the proportional allocation for identified gap has been developed based initially on budget share then variance to price for the services generating NWAU.

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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:

- Rethinking End of Life Care event will be held on 31 July 2024, which the Board Members will receive invitations to attend.
- Telestroke Service reached the milestone of 1000th patient treated with reperfusion therapy in March 2024.
- True Colours clinic opening in late April 2024
- New RSV vaccine rollout

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

### 6.3 Performance Report

Integrated Performance Report for March 2024 and MoH League Table for February 2024 were tabled and noted by the Board.

*Resolution:* The Board notes the information provided.

#### **6.4 Clinical Governance Report**

The Clinical Governance report was tabled and taken as read. DDCG&MS advised SESLHD incident reporting of Harm Score (HS) 1 & 2 for February 2024 is within normal range. The top three principal incident types across all HS were falls, concerning behaviours and skin integrity wellbeing, noting works are underway for improvement. The on-time submission of Serious Adverse Events Review (SAER) reports for the month is 50%, noting that a project has commenced to review timing and quality of the recommendations and reports. The SESLHD Patient Experience Proof of Concept was launched on 11 March 2024, with overall feedback to the clinical group received.

*Resolution:* The Board notes the information provided.

#### **6.5 Capital Works Report**

The Capital Works report was tabled and taken as read. General Manager, Corporate Services highlighted the implementation of SESLHD Fleet and Electric Vehicle Strategy, noting that installation of fleet telematics is mandated to rationalise fleet usage across SESLHD. Rollout of security education has commenced. A summary was provided for the Capital Works within SESLHD, noting all projects 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**

Agenda item 1.4, 5.3 and 5.4 were noted as confidential.

#### **7.3 Next Meeting**

It is noted that next SESLHD Board meeting is scheduled on Wednesday, 29 May 2024, which will be held in Conference Room A&B, Executive Unit, Price of Wales Hospital.

#### **7.4 Close**

The meeting closed at 6:45pm.

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**