

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

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**Date:** Wednesday, 30 March 2022  
**Time:** 4:00pm – 7:00pm  
**Location:** Virtual\*/ Sydney Eye Hospital, 8 Macquarie Street, Sydney NSW 2000

**Present:** Michael Still, Chair  
Debra Graves  
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  
Jo Karnaghan, Director, Clinical Governance and Medical Services\*  
Kate Hackett, Director, Nursing and Midwifery Services\*

**Guests:** Lisa Altman, Director, Strategy Innovation and Improvement  
Peter Gonski, Geriatrician  
Sharon Carey, A/Director, Mental Health Services  
Marianne Gale, Director, Population and Community Health  
Jocelyn Hickson, Manager, Clinical Operations Priorities (observer)\*  
Jane Trelloggen, Clinical Stream Manager, Aged Care, Medicine and Rehabilitation (observer)\*  
Stephanie Hage, Management Trainee (observer)

**Apologies:** Kim Olesen, Executive Director, Operations

**Secretariat:** Susan George, Executive Assistant to the Chief Executive and Board Secretary

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### Focus Area - Presentations

**Presentation:** Partnerships during COVID-19  
**Guest Presenters:** Lisa Altman, Marianne Gale, Sharon Carey, Peter Gonski

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

The Chair of the Board Strategic Community Partnerships Committee and Board Member, Helene Orr provided a brief overview and introduction to the presentation, highlighting the positive relationships built across SESLHD during the COVID-19 pandemic.

The presentation covered the work undertaken to address not only the increased demand on services, during the peak period, but also the way in which SESLHD developed and secured peer and partner relationships to address the increased demand on services to effectively manage its community response.

In particular, the presentation covered the relationships built through its Population and Community Health and Vulnerable Populations team, along with its Mental Health and Residential Aged Care teams. The key highlights demonstrated SESLHDs success and ability in providing:

- agile support to meet community expectation and demand.
- sustainable partnerships for providing good care.
- effective delivery and access to a targeted vaccine program.
- continued support and engagement with the community.
- a sought after residential aged care emergency response (RACER) preparedness tool.

The Board were pleased with SESLHDs achievements and agreed with it acknowledging engagement with partners was fundamental in positively supporting the SESLHD community. The Board also supported SESLHDs approach to building on the lessons learnt and developing preparedness strategies for future community needs.

The Chair and members thanked the presenters.

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*Resolution:* The Board noted the information provided.

## Opening

### 1.1 Present and Apologies

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

### 1.2 Declaration of Interests

There were no declarations of interest raised.

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*Resolution:* The Board noted the information provided.

### 1.3 Minutes of Previous Meeting

*Resolution:* The Board resolved that the minutes of the previous meeting held on 23 February 2022 be signed as a true record of the meeting.

### 1.4 Actions from previous meeting

*Resolution:* The Board reviewed and noted the Action Log.

## 2. Committees

### 2.1 Finance and Performance Committee

The Board noted the attempts to reschedule the February Finance and Performance Committee meeting were not successful and the meeting was cancelled, with the next meeting scheduled for 26 April 2022.

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*Resolution:* The Board noted the information provided.

### 2.2 Quality and Safety Committee

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

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*Resolution:* The Board noted the information provided.

### 2.3 Strategic Community Partnerships Committee

The next meeting of the Strategic Community Partnerships Committee is scheduled for 30 May 2022. The Board noted the Minutes of the 15 November 2021 were shared out of session.

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*Resolution:* The Board noted information provided.

### 2.4 Audit and Risk Committee

Minutes of the 3 December 2021 were tabled in the papers and taken as read.

In addition, the Committee Chair, Helene Orr reported on the meeting of 11 March 2022, noting the Minutes were not available for this meeting. After a brief update, the Chair requested the Strategic Risks report for escalation to the next Board meeting for its review.

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*Resolution:* The Board noted the information provided.

*Action:* Strategic Risks presented at the 11 March 2022 meeting of the Audit and Risk Committee to be tabled at the next Board meeting for review.

*Due:* 27 April 2022

## 3. Standing Items

### 3.1 Patient Story

The Patient Story was tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided.

### 3.2 Board Chair Report

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

### 3.3 Chief Executive Report

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

In addition, the Chief Executive highlighted the positive outcomes being achieved with the commencement of accreditation activities. The successful implementation of RISPACs was also discussed, along with the work being undertaken to enhance recruitment processes.

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

### 3.4 Finance Report

SESLHDs financial position was reported as favourable and performing to expectation. SESLHD continue to identify and explore opportunities for sustainable efficiencies. In particular, SESLHD are 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.

### 3.5 Operations Report (includes COVID-19 update)

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

The Chief Executive highlighted to the Board the continuing challenges being experienced with managing the elective surgery backlog. Pending further advice from the Ministry of Health, SESLHD are continuing to work with private operators to deliver the best care response possible to its community.

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*Resolution:* The Board noted the Operations Report.

### 3.6 Performance Reporting (includes Integrated Performance Report)

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

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*Resolution:* The Board noted the information provided.

#### 3.6.1 Ministry of Health League Table

The report was tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided.

## 4. Regular Reporting

### 4.1 Capital Works Reporting

#### 4.1.1 Capital Works Report – June 2021

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.

#### 4.1.2 RHIP Quarterly Update

The RHIP quarterly updated was tabled in the papers and taken as read.

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

#### 4.1.3 Clinical Governance and Medical Services Quarterly Report

The Clinical Governance and Medical Services Quarterly Report was tabled in the papers and taken as read, noting the reporting cycle will move to monthly reporting to the Board.

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*Resolution:* The Board noted the information provided.

## 5. New Business

### 5.1 Master Planning at Randwick

The Master Planning report was tabled in the papers and taken as read.

In addition, the Board were advised master planning at Randwick is a future planning collaborative project, involving Health Infrastructure and SESLHDs peers and partners. After short discussion, the Board understood SESLHD are in the early stages of planning, with the Board to be kept updated on developments.

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*Resolution:* The Board noted the information provided.

*Action:* Master Planning at Randwick reporting

*Due:* Ongoing

### 5.2 Macquarie Precinct

The Macquarie Precinct report was tabled in the papers and taken as read.

The Board supported SESLHD continuing to explore the options offered and how the delivery of eye and hand services are best delivered.

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*Resolution:* The Board noted the information provided.

### 5.3 Commonwealth Home Support Programme (CHSP)

The Commonwealth Home Support Programme report was tabled in the papers and taken as read.

After short discussion, the Board endorsed SESLHDs recommendation to devolve the programme from its portfolio as it understood historical funding allocation prevented CHSP from forming part of its core service, therefore it would not be in the best interest of the community for SESLHD to retain the programme.

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*Resolution:* The Board noted the information provided.

### 5.4 Wellbeing Strategies

The Wellbeing Strategy report was tabled in the papers and taken as read.

In addition, the Chief Executive introduced his A/Director, People and Culture and Director, Nursing and Midwifery, who were commended for the work undertaken to date to introduce a number of activities in support of an overarching wellbeing strategy. The Board were encouraged by the interest from SESLHD staff across many disciplines wanting to be involved as wellbeing ambassadors. It was agreed there are many opportunities that remain unexplored, noting the activities currently underway are a good start.

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*Resolution:* The Board noted the information provided.

*Action:* Presentation to Board at its next meeting.

*Due:* 27 April 2022

### 5.5 Leadership Development Program

The Leadership Development Program report was tabled in the papers and taken as read.

The Board acknowledged SESLHDs commitment to invest in its leaders. It has partnered with the University of New South Wales and the Australian Graduate School of Management to develop a tailored program that will meet the needs of the district.

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*Resolution:* The Board noted the information provided.

*Action:* Program Outline to be provided to Board for its review

*Due:* May meeting

### 5.6 Draft Service Level Agreement (SLA)

The Chief Executive advised the Board that the draft agreement is provided for its review in advance of its tabling at its June meeting for endorsement.

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*Resolution:* The Board noted the information provided

### 5.7 Outsourced Interventional Cardiology Services – Award of Contract

The brief on outsourced interventional cardiology services was tabled in the papers and taken as read, noting the awarding of contract was approved by the Finance and Performance Committee.

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*Resolution:* The Board noted the information provided

### 5.8 Launch of the NSW Health Future Health Strategic Framework

The report was tabled in the papers and taken as read.

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*Resolution:* The Board noted the information provided

## 5.9 Mindgardens Neuroscience Network Ltd / SESLHD Membership

The Mindgardens report was tabled in the papers and taken as read.

*Resolution:* The Board noted the information provided

## 6. Matters for Noting

### 6.1 Correspondence Register

*Resolution:* The Board noted the information provided.

### 6.2 Register of External Board and Committee Membership

*Resolution:* The Board noted the information provided.

### 6.3 Annual Board Calendar for 2022

*Resolution:* The Board noted the information provided.

## 7. Meeting Finalisation

### 7.1 Business Without Notice

There was no further business raised.

### 7.2 Noting of Confidential Items

There were no confidential items raised.

### 7.3 Next Meeting

The next Board meeting is scheduled for **Wednesday, 27 April 2022** at 8 Macquarie Street, Sydney.

### 7.4 Close

The meeting closed at 7:02pm

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



**Michael Still, Chair**

DEBRA GRAVEL  
Deputy Chair