

Minutes

SESLHD Board Meeting

Wednesday 29 April 2020

4pm – 7pm

Via videoconference and teleconference

Present and Apologies

Board Members:

- Mr Michael Still (Chair)
- Ms Patricia Azarias
- Ms Elli Baker
- Mr Jonathan Doy
- A/Professor Robert Farnsworth
- A/Professor Peter Gonski
- Dr Debra Graves
- Mr Liam Harte
- Dr Greg Levenston
- Janet McDonald
- Mr Neville Mitchell
- Professor Allan Spigelman

In Attendance:

- Mr Tobi Wilson – Chief Executive
- Ms Elizabeth Curran – Executive Director, Operations
- Mr Peter Eaton – Director, Finance
- Dr Jo Karnaghan – Director, Clinical Governance and Medical Services
- Ms Kim Olesen – Director, Nursing and Midwifery Services
- Dr John Estell – Chair, Medical Staff Executive Council
- Ms Lisa Altman – Director, Strategy, Improvement and Innovation (*for Item 3.2*)

Apologies:

- Ms Helene Orr – SESLHD Board Member

Secretariat:

- Ms Nicole McGregor, Executive Officer to the Chief Executive and Board Secretary

Focus Area
<p>Nil Focus Areas this month.</p>
Administration
<p>1.1. Present and Apologies</p> <p>The Board noted those present and the apologies received.</p> <p>1.2. Declaration of Interests</p> <p>Nil declarations of interest were noted.</p> <p>1.3. Minutes of the SESLHD Board meeting held Wednesday 25 March 2020</p> <p><i>Resolution 344</i></p> <p>The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 25 March 2020 as an accurate record of proceedings.</p> <p>1.4. Minutes of the Finance and Performance Committee meeting held Monday 23 March 2020</p> <p>The minutes of the meeting of the Finance and Performance Committee held on Monday 23 March 2020 were noted.</p> <p>1.5. Minutes of the Quality and Safety Committee meeting</p> <p>Nil minutes to note.</p> <p>It was noted that the Board Quality and Safety Committee will have a role in overseeing the efforts to work towards achievement of key performance indicators once hospital activity levels begin to return to business-as-usual levels.</p> <p>1.6. Minutes of the Community Partnerships Committee meeting</p> <p>Nil minutes to note.</p> <p>1.7. Minutes of the Audit and Risk Committee meeting held Friday 13 March 2020</p> <p>The minutes of the meeting of the Audit and Risk Committee held Friday 13 March 2020 were noted.</p> <p>Discussion was held on the role that the Internal Audit can play during the COVID-19 pandemic to best support the organisation.</p> <p>1.8. Actions</p> <p>The Board noted the Action Log.</p> <p>Discussion was held on matters relating to the Royal Hospital for Women, including progress on the Integrated Health Services Plan and recruitment to key positions. It was noted that a meeting has been held in the last week to progress the strategic business plan for the Royal Hospital for Women.</p>

It was noted that the draft District Business Plan for the 2020/21 financial year will be presented to the Board for review at the June 2020 meeting.

Action: Draft District Business Plan for the 2020/21 financial year to be presented to the Board at the June 2020 Board meeting.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 22 April 2020.

Standing Items

2.1 Board Chair Report

The Board noted the report provided by the Board Chair.

2.2 Chief Executive Report

The Board noted the report provided by the Chief Executive.

2.3 Finance Report

The Board noted the Financial Performance Summary Report provided in the meeting papers. The Director of Finance provided an update on the District's financial performance as at March 2020.

An overview of the financial impact of COVID-19 was provided. It was noted that the District's full year financial forecast will be affected by COVID-19.

Discussion was held on the District's financial delegations, particularly in relation to expenditure on the COVID-19 response and the role of the Board. It was agreed that the financial delegations would be reviewed, with information to be provided to the next Board Finance and Performance Committee for discussion.

Action: Financial delegations to be reviewed, in relation to expenditure on the COVID-19 response, with information to be provided to the Board Finance and Performance Committee for discussion.

2.4 Integrated Performance Report

The Board noted the brief provided in the meeting papers and key performance indicator (KPI) performance for March 2020.

2.5 Research Report

The Board noted this item.

2.6 Capital Works

The Board noted the report provided on capital works progress.

2.6.1 Randwick Campus Redevelopment Update

The Board noted the report provided on the Randwick Campus Redevelopment. Discussion was held on the potential for design changes in response to information and feedback gained from the COVID-19 response.

New Items

3.1 Coronavirus (COVID-19) update

The Chief Executive provided an update on key information relating to COVID-19, including case numbers, testing rates, the number of hospitalised patients and availability of personal protective equipment.

The Chief Executive provided details on the planning and preparation work underway in relation to COVID-19, with expansion of intensive care unit capacity remaining a focus.

The recent announcement by the Commonwealth Government regarding the reintroduction of elective surgery was noted; discussion was held on the District's plans regarding elective surgery and clinical services. The Board was advised that the COVID-19 pandemic has led to the introduction of new models of care across the District, including a significant increase in telehealth; it is intended to review and sustain these models of care going forward, where appropriate.

3.2 Data Warehouse Progress

Ms Lisa Altman, Director, Strategy, Improvement and Innovation, SESLHD, joined the Board meeting to provide an update to the Board on the data warehouse project, which relates to the consolidation of numerous disparate data systems into a centralised source.

The following key points were noted:

- The current data environment is very complex, with a large number of systems collecting various types of data including clinical, financial and workforce performance metrics. The aim is to get to a future state where data is centralised and readily accessible by staff, to drive evidence-based decisions.
- Currently, expressions of interest are being sought from vendors to set up a governance framework.
- Examples of analytics dashboards developed recently to support the COVID-19 response were highlighted.

Discussion was held on how this work ties into work being undertaken by the Ministry of Health, and the importance of ensuring the solutions is sustainable and flexible for future needs.

It was noted that the Board Chair and Chief Executive will discuss the Board's requirements for information and regular updates on this project.

The Board thanked Ms Altman for the update provided.

Papers for Information

4.1 Recruitment Bulletin

The Board noted the Recruitment Bulletin provided in the meeting papers.

4.2 Our People – Heart of Caring Profile

The Board noted the staff member Heart of Caring Profile provided in the meeting papers.

Meeting Close

5.1 Business without notice

Engagement between the Board and the Ministry of Health

Discussion was held on the engagement between Local Health District Boards and the Ministry of Health, with regard to the COVID-19 response.

5.2 Noting of Confidential Items

Nil noted.

5.3 Date of next meeting:

Wednesday 27 May 2019

4pm – 7pm Board Meeting

Location / meeting mode to be confirmed

Meeting closed at 6.20pm.



Signature

Michael Still

Name

13/07/2020

Date