

# Minutes

## SESLHD Board Meeting

Wednesday 31 July 2019

4pm – 7pm

Worrall Theatre, Level 1, Worrall Block, Sydney/Sydney Eye Hospital

### 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
- Dr Greg Levenston
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr
- Professor Allan Spigelman

**In Attendance:**

- Mr Tobi Wilson – Chief Executive
- Mr Peter Eaton – Director of Finance
- Ms Kim Olesen – Director of Nursing and Midwifery Services
- Dr John Estell – Chair, Medical Staff Executive Council

**Apologies:**

- Mr Liam Harte

**Secretariat:**

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

### Focus Area

Nil.

### Administration

**1.1. Present and Apologies**

The Board noted those present and the apologies received.

**1.2. Declaration of Interests**

Nil declarations made.

**1.3. Minutes of the SESLHD Board meeting held Wednesday 26 June 2019**

*Resolution 337*

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 26 June 2019 as an accurate record of proceedings.

**1.4. Minutes of the Finance and Performance Committee meeting held Monday 24 June 2019**

The minutes of the meeting of the Finance and Performance Committee held on Monday 24 June 2019 were noted.

**1.5. Minutes of the Quality and Safety Committee meeting**

Nil minutes to note this month.

**1.6. Minutes of the Community Partnerships Committee meeting**

Nil minutes to note this month.

The Chair of the Community Partnerships Committee advised the Board that the Committee met most recently on Monday 29 July 2019. An overview of the meeting’s business was provided.

The following key points were noted:

- Two presentations were given on healthy urban environments, with a focus on impact on the health and social wellbeing of residents. These included
  - o A presentation on the impact of climate change on health and wellbeing, particularly vulnerable populations. Discussions centred around strategies to address and environmental sustainability and activities underway across the District.
  - o A presentation on the topic of hoarding, outlining the prevalence of this condition in the community. Discussion was held on strategies to provide support in this area.
- Transport NSW has joined the membership of the Committee, and has expressed interest in the mental health first aid program.
- An evaluation of the Doing It Differently grants program in Bayside Council has been undertaken with 40 grants ranging from \$2-10K reaching 10,500 people in the Bayside Local Government Area. The program is also being rolled out to both Georges River and Sutherland Shire Councils.
- A partnership with Fire and Rescue NSW on falls risk assessment is in development. Training has been provided to staff members at several fire stations.
- The Communities at the Centre initiative, with hubs at Maroubra and surrounding areas continues to grow, with a range of services being offered. An evaluation workshop on this initiative was held in July 2019. The Board was advised that a report to the Board has been requested.

**1.7. Minutes of the Audit and Risk Committee meeting held Friday 14 June 2019**

The minutes of the meeting of the Audit and Risk Committee held Friday 14 June 2019 were noted.

The Board acknowledged the contribution of Mr Todd Davies, outgoing Chair of the SESLHD Audit and Risk Committee, to the Committee over a number of years. It was noted that Ms Carol Holley has been appointed as the Chair of the Committee.

It was noted that a Board workshop on risk is being scheduled.

Discussion was held on the portfolio responsibilities of the Audit and Risk Committee and the Quality and Safety Committee, in terms of clinical risk. It was proposed that the Chairs of each Committee meet to discuss the most appropriate arrangements.

**1.8. Actions**

The Board reviewed the Action Log.

**1.9. Correspondence Register**

The Board noted the correspondence received to Wednesday 24 July 2019.

**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.

The Chief Executive provided an update to the Board on key matters relating to St George Hospital and the Royal Hospital for Women.

**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 June 2019 and the end of year results for the 2018/19 financial year.

Discussion was held on the work currently underway to improve workforce reporting and staff rostering.

The Board was advised of a replacement plan for computers across the organisation to facilitate a Windows software update.

**2.3.1 Service Agreement with the Ministry of Health**

The Chief Executive and Director of Finance provided a presentation on the 2019/20 Service Agreement with the Ministry of Health. The presentation provided analysis of the financial component of the Service Agreement and an overview of the key performance indicator (KPI) targets included in the document, with a focus on new or altered KPIs.

The Chief Executive advised the Board of the process undertaken to allocate efficiency targets to facilities and services across the District.

The Board was advised that discussions are being held with the Ministry of Health on bed type classification for the intensive care unit at St George Hospital.

The Board resolved that further discussion and analysis of the Service Agreement is to be undertaken prior to acceptance of the Service Agreement by the SESLHD Board.

**2.4 Integrated Performance Report**

The Board noted the Integrated Performance Report provided in the meeting papers and key performance indicator (KPI) performance for June 2019.

**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.

**New Items**

**3.1 SESLHD Board Meeting Schedule for 2020**

The Board resolved to approve the SESLHD Board Meeting Schedule for 2020.

**3.2 SESLHD Corporate Governance Attestation Statement 2018/19**

The Board discussed the financial components of the SESLHD Corporate Governance Attestation Statement 2018/19.

The Board resolved to endorse the SESLHD Corporate Governance Attestation Statement 2018/19.

**3.3 SESLHD Internal Audit and Risk Management Attestation Statement 2018/19**

The Board resolved to endorse the SESLHD Internal Audit and Risk Management Attestation Statement 2018/19.

**3.4 Membership of the SESLHD Board Finance and Performance Subcommittee**

The Board resolved to endorse the addition of Ms Elli Baker as a member of the Board Finance and Performance Subcommittee. The Committee looks forward to welcoming Ms Baker to the Committee from August 2019.

**3.5 Aboriginal Workforce Report**

The Board noted the Aboriginal Workforce Report. The Board proposed a presentation from the Manager, Aboriginal Health Unit be scheduled for a future Board meeting in 2019.

**Action:** Presentation from the Aboriginal Health Unit to be scheduled for a future Board meeting in 2019.

**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.  
The Board discussed the work underway across the District on advanced care planning.

**Meeting Close**

**5.1 Business without notice**

Nil raised.

**5.2 Noting of Confidential Items**

Parts of Item 2.2 were noted as confidential.

**5.3 Date of next meeting:**

Wednesday 28 August 2019

**4pm – 7pm Board Meeting**

Sydney/Sydney Eye Hospital

Meeting closed at 7.02pm.

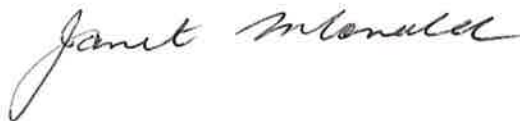


**Signature**

Michael Still

*JANET McDONALD*

**Name**



*28 August 2019*

**Date**