

Wednesday 28 June 2017 at 4.30pm | Worrall Theatre, Sydney/Sydney Eye Hospital

SESLHD Board Meeting Minutes

Board Members:

- A/Professor Peter Gonski (Chair)
- Ms Patricia Azarias
- Mr Jonathan Doy
- A/Professor Robert Farnsworth
- Dr Debra Graves
- Dr Gorur Krishna Harinath
- Mr Liam Harte
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr

In Attendance:

- Mr Gerry Marr – Chief Executive
- Ms Karen Foldi – Director of Finance
- Dr James Mackie – Medical Executive Director
- Ms Kim Olesen – Director of Nursing and Midwifery Services
- Ms Vanessa Madunic – Acting Director of Programs and Performance
- Ms Rebecca Pinheiro – Management Trainee (Observer)

Apologies:

- Mr Michael Still, Board Chair
- Professor Allan Spigelman, Board Member
- Dr Greg Kaufman – Chair of the Medical Staff Executive Council
- Mr Mark Shepherd – Director of Programs and Performance

Secretariat:

- Ms Nicole McGregor – Executive Officer to the Chief Executive

ADMINISTRATION

1.1. Present and Apologies

The Board noted those present and the apologies received.

1.2. Declaration of Interests

Nil declarations of interests made.

1.3. Minutes of the SESLHD Board meeting held Wednesday 31 May 2017

Resolution 316

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 31 May 2017 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 29 May 2017

The minutes of the meeting of the Finance and Performance Committee held on Monday 29 May 2017 were noted.

1.5. Minutes of the Healthcare Quality Committee meeting held Monday 22 May 2017

The minutes of the meeting of the Healthcare Quality Committee held on Monday 22 May 2017 were noted. The Chair of the Healthcare Quality Committee advised the Board that it had been proposed for the hospital general managers to become members of the Healthcare Quality Committee. In addition, the Board was advised that a workshop with the Cognitive Institute is to be scheduled for Board members.

1.6. Minutes of the Community Partnerships Committee

Nil minutes to note this month. The minutes of the meeting held Monday 5 June 2017 will be available at the July 2017 Board meeting.

1.7. Minutes of the Audit and Risk Management Committee meeting

Nil minutes to note this month. The minutes of the meeting held Wednesday 7 June 2017 will be available at the July 2017 Board meeting.

1.8. Actions

The Board reviewed the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 21 June 2017.

STANDING ITEMS

2.1 Board Chair Report

The Board noted the verbal update from the Board Chair.

2.2 Chief Executive Report

The Board noted the verbal update from the Chief Executive.

2.3 Finance Report

The Director of Finance provided an update on the District's financial results for May 2017, as detailed in the Director of Finance Report in the meeting papers. It was noted that employee

related expenses were affected in May 2017 by increased admissions at Sutherland Hospital, and increased theatre and emergency department activity at Prince of Wales Hospital.

The Board discussed special purpose and trust (SP&T) fund budgets and expenditure, and the options for investment of these funds. It was noted that a reduction in interest rates has reduced the revenue generated from the investment of these funds.

The Board discussed the recent policy change related to junior medical officer (JMO) allocated days off (ADO) and was advised that across all staff groups, one allocated day off (ADO) per person is being recognised as a liability.

The Board was advised that the financial and key performance indicator reports are being redesigned for the new financial year and will focus more on analysis of key issues.

2.4 Key Performance Indicator (KPI) Report

The Board noted the report provided in the meeting papers.

The Board was advised that all hospitals are projected to have zero overdue elective surgery patients by the end of the financial year, except for St George Hospital, which continues to implement strategies to assist with its surgical capacity challenges.

Demand strategies are in place to address to improve emergency treatment performance (ETP) during this busy winter activity period.

2.5 Program Management Office (PMO) Report

The Program Management Office (PMO) Report was noted. The Board was advised that the process to develop value improvement plan (VIP) strategies for the 2017/18 financial year has commenced.

2.6 Teaching and Research

The Board was advised that interviews will be held within the next week for the Director of Research position for the District.

FOCUS

3.1 2017/18 Service Agreement and Budget

The Director of Finance gave a presentation on the 2017/18 Service Agreement with the Ministry of Health and the associated budget allocation. The Service Agreement and budget allocation are being reviewed in detail. In the next month, the facility budgets will be finalised and calculations will be made regarding savings strategy targets required for 2017/18. A risk assessment on the activity and key performance indicator components of the Service Agreement is being prepared.

It has been requested by the Ministry of Health that the Service Agreement be executed by 31 July 2017.

The Board noted the summary presentation provided by the Director of Finance. The following key points were discussed:

- St George Hospital and Sutherland Hospital redevelopments: \$4 million has been allocated for transition costs to move into the new buildings. Additional activity has been requested related to the redevelopments; no growth in activity was requested across existing services.
- State price: For 2017/18, SESLHD is slightly above the state price and has thus received a small transition grant.
- General escalation: A budget of 1.9% has been received for general escalation of salaries and wages, which contains an inbuilt efficiency, given that CPI award increases are expected to be 2.5%.
- Revenue: The revenue baseline remains challenging, however only a small increase has been added to the revenue target, with no performance increase allocated.
- High cost services: Peritonectomy remains the only service recognised as a high-cost service. Interventional neuroradiology (INR) and spinal unit services were not added to this category.

Following discussion, the Board resolved to receive briefings on the following areas:

- National Disability Insurance Scheme (NDIS) implementation
- Out of home care for youths and vulnerable populations
- Workplace injury and compensable workplace injury claims

Action: Briefs to be provided to the Board on the above topics.

The Board resolved to received further information and analysis on the 2017/18 Service Agreement and budget allocation at the July 2017 Board meeting.

NEW ITEMS

4.1 Ministry of Health Car Parking Policy Change Update

The Board noted the brief and papers provided on the Ministry of Health car parking policy change. It was noted that the new policy is due to be implemented on 1 July 2017. The impact of the policy change on car park capacity for both the general public and members of staff will be monitored.

4.2 Norfolk Island Support Team Annual Report 2016-17

The Board noted the Norfolk Island Support Team Annual Report for 2016/17. The Chief Executive provided an update to the Board on work underway on Norfolk Island. A business case is in development to create a multipurpose service (MPS) on Norfolk Island to deliver integrated health and aged care services.

CLOSE

5.1 Business without notice

Proposal for a Board subcommittee on capital planning

A proposal was raised for subcommittee of the Board on capital planning to be established. The Board resolved to support the consideration of this proposal and to discuss it further at the July 2017 Board meeting.

Action: Proposal for a capital planning Board subcommittee to be discussed at the July 2017 Board meeting.

Risk reporting to Board

The Board resolved to receive a six-monthly report on risk management.

5.2 Noting of Confidential Items

Item 3.1 was noted as confidential.

5.3 Date of next meeting:

Wednesday 26 July 2017

4pm – 7pm Board Meeting, Sydney Hospital

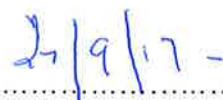
Meeting closed at 6.20pm.



Signature



Name



Date