

Minutes

SESLHD Board Meeting

Wednesday 22 November 2017

4.30pm – 7pm

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

Present and Apologies

Board Members:

- Mr Michael Still (Chair)
- Ms Patricia Azarias
- Mr Jonathan Doy
- A/Professor Robert Farnsworth
- A/Professor Peter Gonski
- Dr Debra Graves
- Mr Liam Harte
- Janet McDonald
- Mr Neville Mitchell
- Ms Helene Orr (*via teleconference*)
- Professor Allan Spigelman

In Attendance:

- Mr Gerry Marr – Chief Executive
- Mr Mark Shepherd – Director of Programs and Performance
- Ms Karen Foldi – Director of Finance
- Dr James Mackie – Medical Executive Director
- Ms Kim Olesen – Director of Nursing and Midwifery Services
- Dr Greg Kaufman – Chair of the Medical Staff Executive Council
- Ms Michaela Ward – Management Trainee (Observer)

Apologies:

Nil

Secretariat:

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

Focus Areas

Focus 1: Presentation on the Randwick Campus Redevelopment

The following guests were invited to present to the Board on the Randwick Campus Redevelopment:

- Mr Tobi Wilson, General Manager, Prince of Wales Hospital and Sydney/Sydney Eye Hospital
- Ms Cath Whitehurst, Director of Capital Redesign
- Ms Julie Dixon, Director of Planning, Population Health and Equity
- Mr Richard Blattman, Project Director, Health Infrastructure

The following key points were noted:

- The building plan and layout for the Acute Services Building that will be completed as part of Stage 1 was presented. For Stage 1, the emergency department is the key priority for development.
- Creating spaces for education, training and research in the new building is a key component of the project. Case studies from health facilities around Australia were shared.
- The next milestone for the project is the Gateway Review for the business case, with interviews been held over the next week.

The Board discussed the impact of Stage 1 on the Royal Hospital for Women, and discussed potential opportunities for the redevelopment of the Royal Hospital for Women in the future.

The Board discussed the campus partners, including the University of New South Wales and the Sydney Children’s Hospitals Network, and the plans being considered to address the priorities for each party.

The Board discussed community engagement on the project. A consumer committee has been established and consumers are attending key project meetings.

The Board discussed the governance of the project and the importance of including members of the SESLHD Board in a governance committee.

Focus Areas

Focus 2: SESLHD Journey to Excellence Strategy 2018-2021

The Chief Executive presented the *SESLHD Journey to Excellence Strategy 2018-2021* to the Board for endorsement. The Chief Executive acknowledged and thanked Board members for their detailed feedback on the draft strategy. The Chief Executive emphasised that although the strategy itself covers a four-year period, many of the outcomes measures in the document are long-term ambitions of the District.

The next step in the implementation of the strategy is the development of business plans by each facility, service and directorate across SESLHD. An update on the development of the business plans will be provided to the Board in early 2018.

Action: Update on the implementation of the *SESLHD Journey to Excellence Strategy 2018-2021* and the development of business plans to be provided to the Board in early 2018.

The Board discussed the importance of clinical engagement in implementing the strategy and addressing the strategic priorities.

The SESLHD Board resolved to endorse the *SESLHD Journey to Excellence Strategy 2018-2021*.

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 25 October 2017

Resolution 321

The Board resolved to approve the minutes of the SESLHD Board meeting held on Wednesday 25 October 2017 as an accurate record of proceedings.

1.4. Minutes of the Finance and Performance Committee meeting held Monday 23 October 2017

The minutes of the meeting of the Finance and Performance Committee held on Monday 23 October 2017 were noted.

1.5. Minutes of the Healthcare Quality Committee meeting held Monday 9 October 2017

The minutes of the Healthcare Quality Committee meeting held on Monday 9 October 2017 were noted. The next meeting is scheduled for Monday 11 December 2017.

It was noted that the Healthcare Quality Committee discussed the District’s governance structure for ethics at their last meeting, and was advised that the District’s peak ethics committee reports to the Healthcare Quality Committee via the District Clinical and Quality Council.

1.6. Minutes of the Community Partnerships Committee meeting

Nil minutes to note this month. The next meeting is scheduled for Monday 4 December 2017.

1.7. Minutes of the Audit and Risk Management Committee meeting

Nil minutes to note this month. The next meeting is scheduled for Wednesday 6 December 2017.

1.8. Actions

The Board reviewed the Action Log.

1.9. Correspondence Register

The Board noted the correspondence received to Wednesday 15 November 2017.

Standing Items

2.1 Board Chair Report

The Board noted the verbal update from the Board Chair. The following key points were noted:

- The Board Chair attended a very interesting forum on Aboriginal health, run by the Justice Health and Forensic Mental Health Network.
- The Board Chair highlighted the annual SESLHD Nursing and Midwifery Forum held recently, at which the Board Chair gave the opening address. The Director of Nursing and Midwifery Services gave an overview of the event, which focused on wellbeing.
- The Board received advice of a donation of \$76,000 to Sydney/Sydney Eye Hospital from the Friends of Sydney Hospital. The Board acknowledged the hard work of the volunteers in raising funds for the hospital.

2.2 Chief Executive Report

The Board noted the verbal update from the Chief Executive. The following key points were noted:

- The St George Hospital Official Opening by the NSW Premier and Minister for Health was held in late October 2017.
- A Chief Risk Officer for the District has been appointed.

The Chief Executive advised, for noting by the Board, that he has accepted an honorary position as Adjunct Professor at the University of Technology, Sydney (UTS), for the period 1 October 2017 to 30 September 2020.

2.3 Finance Report

The Director of Finance provided an update on the District's financial results for October 2017, as detailed in the Director of Finance's Report.

It was noted that the District continued to see the impact of winter demand until the end of September 2017. The General Managers and Directors across the District are being supported to identify additional savings strategies to reduce their expenditure. The Board was advised that the District's revenue position has improved for the month of October 2017.

2.4 Key Performance Indicator (KPI) Report

The Board noted the Integrated Performance Report provided in the meeting papers.

The Director of Programs and Performance provided an overview of performance for the month of October 2017. Emergency treatment performance (ETP) remains a key area of focus for the District. Each hospital has plans in place to improve ETP performance over the coming months.

The Director of Programs and Performance highlighted some of the achievements of the Bondi Junction Headspace, which is run by SESLHD, over the first year of its operation.

The Board discussed the number of severity assessment code (SAC) 2 incidents that have occurred in the past month and agreed that the Healthcare Quality Board Subcommittee would review SAC 2 incidents.

Action: Healthcare Quality Committee to review SAC 2 incidents.

2.5 Program Management Office (PMO) Report

The Program Management Office (PMO) Report was noted.

2.6 Teaching and Research

The Board noted that a presentation on research is scheduled for the February 2018 Board meeting.

The Board was advised that the inaugural SPHERE Symposium was a well-attended and successful event.

New Items

3.1 Adoption of NSW Health Model By-Laws

The Board approved the adoption of the revised SESLHD Model By-Laws. A review of compliance with the By-Laws will be undertaken.

3.2 SESLHD Board Meeting Date Schedule for 2018

The Board approved the SESLHD Board Meeting Date Schedule for 2018.

3.3 SESLHD Quality and Safety Accounts

The Board noted and endorsed the first annual SESLHD Quality and Safety Accounts. The Quality and Safety Accounts will be due to the Ministry of Health by 30 November each year.

3.4 Cognitive Institute Professional Accountability Program

The Board discussed the Cognitive Institute Professional Accountability Program. The Board was advised that the program will be put in place at St George Hospital first, and will then spread across the District over a number of years.

The Board resolved to strongly endorse rolling out this program in SESLHD, and agreed that it is important for the success of the program for the organisation to know that it is supported at Board level.

3.5 Healthcare Quality Board Subcommittee Annual Report to the SESLHD Board

The Board noted the Healthcare Quality Board Subcommittee Annual Report to the SESLHD Board.

3.6 Health ICT Security Briefing

The Board noted the briefing provided on Health ICT security. The SESLHD Audit and Risk Committee will continue to monitor risks related to information technology (IT).

Action: Presentation on Health ICT progress to be scheduled for a Board meeting in the first half of 2018.

3.7 SESLHD Audited Financial Statements

The Board noted the SESLHD Audited Financial Statement for 2016/17.

Meeting Close

5.1 Business without notice

Service development for Sydney/Sydney Eye Hospital

A query was raised regarding future service development for Sydney/Sydney Eye Hospital.

Uniform policy

The Board discussed the uniform policy for SESLHD staff. The Board was advised that there is a NSW Health policy on uniforms and a local SESLHD dress code procedure.

5.2 Noting of Confidential Items

Nil items noted.

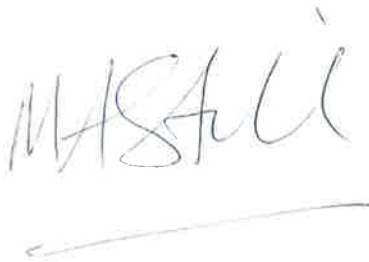
5.3 Date of next meeting:

Wednesday 28 February 2018

4pm – 7pm Board Meeting

Worrall Theatre, Sydney/Sydney Eye Hospital

Meeting closed at 7.08pm.



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Signature

Michael Still

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Name

28 February 2018

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Date