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## Sydney Local Health District

### Meeting One Hundred and Forty Eight of the Board

Date: Monday 15 July 2024  
Time: 9.00am  
Venue: Teams / SLHD Boardroom  
Chair: Adj/Professor Karen Crawshaw PSM

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#### 1. Present and apologies

Adj/Professor Karen Crawshaw PSM, Chair  
Mr Graeme Loy PSM, Chief Executive  
Mr Richard Acheson, Member  
Dr Paul Hosie, Member  
Mr John McGee, Member  
Ms Ronwyn North, Member  
Mr Raymond Dib, Member  
Mr Rob Furolo, Member  
Ms LaVerne Belleair, Member

#### Apologies

Dr Mary Haines, Member  
Ms Kerry-Anne Hartman, Member  
The Hon. Carmel Tebbutt, Member  
Dr Genevieve Wallace, Executive Director of Operations, SLHD

#### In attendance

Dr Alicja Smiech, Chair, Medical Staff Executive Council  
Mr Puneet Datta, Executive Director of Finance, SLHD  
Ms Nerida Bransby, Secretariat  
Mr Sydney Phan. GHMP Trainee

#### 2. Welcome

The Chair acknowledged the traditional owners of the land.

The Chair welcomed members and guests to meeting one hundred and forty eight of the Sydney Local Health District (SLHD) Board.

#### 3. Declaration / Removal of conflicts of interest

The Chair advised to declare / remove any conflicts of interest at this meeting.

There were no additional new conflicts of interest to declare or to be added/removed in the Register at this meeting. A copy of the updated register has been circulated to the Board for information.

#### 4. Presentation:

##### ***Short dot points on the SLHD Financial Turn-around***

Mr Puneet Datta presented on some short dot points on the SLHD Financial Turn-around including:

- Wrap-up of 2023 - 2024 financial year for the general fund.
- Wrap-up of 2023 - 2024 financial year for projected NWAU.
- Forecast 2024 - 2025 financial year for expenditure.
- Forecast 2024 - 2025 financial year for revenue.
- Recovery Plan for the 2024 - 2025 financial year.

Following the presentation the Board discussed:

- A deep dive into financials will be held at the next FRAPM meeting
- The Recovery Plan will span over three years.
- Rationalise the Clinical Stream Structure
- To review our Return on Investment of all Institutes across the District.
- A review of all new expenditure since 2018 – 2019.

#### 5 Confirmation of previous minutes

##### 4.1 Minutes of the previous meeting held 17 June 2024.

The minutes of the meeting held on 17 June 2024 were moved and seconded as a true and accurate record of the meeting.

The Chair signed the minutes.

#### 6. Matters arising from the previous minutes

##### 5.1 Action sheet

The Board received, read and noted the items on the action sheet including:

- There is no funding for the step down beds. The District needs to include the buildings located in Callan Park in our portfolio of property and include in our Asset Management Plan and Strategic Asset Management Plan which will be provided to the Board for endorsement. The District needs to explore other models of care and report back to the Board in September/ October 2024.
- A presentation on Workplace Culture and Safety Action Plan for 2024 is to be provided at the next meeting.

- There is no specific budget built in for up-skilling Board Members, nor does MoH provide SLHD such a budget. This agenda item can be removed from the action sheet.
- A letter was sent to e-Health on 26 June 2024 to gain a better understanding and to clarify the roles and responsibilities of e-Health and the SLHD for Cyber Security. The Board agreed:
  - To re-visit cyber security later in the year specifically should be Board focused
  - When a response is received from e-Health, there is a need to consider to expand to include Artificial Intelligence.
  - The Board agreed to obtain a copy of the Terms of Reference for the Artificial Intelligence state-wide steering committee in the first instance.

## **5.2 Brief – Service Agreement 24/25 – KPIs Changes**

The Board received, read and noted this information contained in the brief. This agenda item can be removed from the action sheet.

## **5.3 Diabetes Outpatient Model of Care**

The Board received, read and noted this information contained in the brief. This agenda item can be removed from the action sheet.

## **7 Patient Story**

The Board received, read and noted the de-identified positive patient experience from a daughter whose mother attended the Emergency Department at Concord Hospital despite the staff having to manage challenging circumstances.

## **8. Chair's Report**

The Board Chair provided a verbal report including:

- The 2024-2025 Budget will be challenging.
- The system is particularly challenging this winter due to many respiratory viruses.
- The Hon. Carmel Tebbutt has been appointed as a Board Member.
- There will be a refresh of all District Boards for next year with membership smaller in numbers.
- The Chair will be the Convener for the interview panel for the Chief Executive position. cCentric has been engaged and it is likely shortlisting will occur end July and interviews will be held early August 2024.
- The Chair will participate on the Finance, Risk and Performance Management Committee as the third Board member to support and gain oversight of performance and financials.
- The Board Chair will stand down as Chair of the Education and Research Committee. Expression of interests are to be circulated to the Board for the positions of Chair and an extra Member to allow for three Board members to participate on this Committee.

- As a result of the mock accreditation for RPAH held on 8 and 9 July 2024, the Board discussed the Clinical Trials Governance Framework Accreditation Audit readiness, Governance and Ethics approvals are on track. A report is to be provided to the Board at the August meeting.

## 9. Standing Items

### 9.1 Chief Executive

The Board received, read and noted this report, in particular:

- Attendance at the opening of an urgent care Centre in GreenSquare
- Top 20 Priorities.
- Performance Level 1.
- Planning day to be held in October / November 2024.
- Attendance at the Concord Hospital Medical Staff Council Meetings.
- There is a need to re-examine waitlist management. A plan will be written for each specialty spanning over six months.
- The General Manager of Concord is being seconded to the Chief of Staff position at the District while the incumbent is on 12 month leave. Mr Anthony Dombkins will act as General Manager of Concord.
- Recovery and resilience funding will be withdrawn from the next financial year. A review of positions related to this funding is currently being undertaken.
- The roll-out of the SDPR will mean less resources locally and aims to go live in 2028.
- rpavirtual is currently collaborating with the MoH and Healthdirect on the new Virtual Adult Urgent Care Service. rpavirtual will be allocated a new role as a metropolitan 'hub' for Healthdirect referral of patients who do not need to present to an ED or an urgent care clinic.
- The Board discussed and agreed to the purchase of Board Management Software from Convene. A package will be provided and training will be offered to use this software.
- From October 2024, patients received by ambulance for mental health care will be taken directly to the relevant Mental Health Facility. A plan to ensure the safety of patients will be developed.

### 9.2 Finance

The Board received, read and noted this report

### 9.3 Operations

The Board received, read and noted this report

### 9.4 Safety and Quality and Medical Services

The Board received, read and noted this report, in particular, the outdated Aboriginal Health Plan 2018-2022. This makes it difficult to know what we need to achieve. The Board requested a calendar of plans to ensure these are kept up to date.

## 9.5. Nursing

The Board received, read and noted this report in particular, the information on BirthRate plus data and staffing levels.

The Board supported the abovementioned reports in the new format, however would like the reports to have name, date and signature applied.

## 10. Legal Matters

The Board received, read and noted this report.

## 11. Facility Reports – May 2024

### (i) Balmain Hospital

The Board received, read and noted the Balmain Hospital facility report.

### (ii) Canterbury Hospital

The Board received, read and noted the Canterbury Hospital facility report.

### (iii) Community Health

The Board received, read and noted the Community Health Services report.

### (iv) Concord Hospital

The Board received, read and noted the Concord Hospital facility report.

### (v) Drug Health Services

The Board received, read and noted the Drug Health Services report.

### (vi) Mental Health Services

The Board received, read and noted this report.

### (vii) Oral Health Services and Sydney Dental Hospital

The Board received, read and noted the Oral Health Services and Sydney Dental Hospital facility report.

### (viii) Population Health

The Board received, read and noted the report.

### (ix) Royal Prince Alfred Hospital

The Board received, read and noted the Royal Prince Alfred Hospital facility report.

(x) RPA Virtual Hospital

The Board received, read and noted the RPA Virtual Hospital report.

(xi) Tresillian

The Board received, read and noted the Tresillian report.

(xii) Lifehouse

The Board received, read and noted the Lifehouse report.

(xiii) Public Health Unit

The Board received, read and noted this report.

(xiv) Health Equity Research and Development Unit (HERDU)

The Board received, read and noted this report.

(xv) Canterbury / Croydon / Marrickville / Redfern Community Health Centres  
and RPA HealthOne Green Square

The Board received, read and noted this report.

Following discussions, the Board agreed:

- These reports do not need to come to the Board
- These reports should be placed in the reading room.
- Any matters that need to be escalated to the Board can be provided in a half page summary.
- All SafeWork matters are managed by the District not by the individual facilities.

## 12. Matters for approval / resolution

Nil to report

## 13. Board Committee reports / minutes

### 13.3 Finance, Risk and Performance Management Committee

The Board received, read and noted the minutes of the meeting held on 17 June 2024.

### 13.2 Education and Research Committee

The Board received, read and noted the minutes of the meeting held on 20 May 2024.

### 13.3 Strategic Communication and Partnerships Committee

(i) Minutes of Meeting

The Board noted the next meeting is due to be held on 6 August 2024.

(ii) Bi-Monthly Report

The Board noted the next report is due in August 2024.

13.4 Audit and Risk Committee

The received, read and noted the minutes of the meeting held on 20 June 2024.

13.5 Health Care – Clinical Quality Council

The Board received, read and noted the minutes of the meeting held on 26 June 2024.

13.6 Health Care – Clinical Council

The Board noted the next meeting is to be held on 28 August 2024.

13.7 Medical Staff Executive Council

The Board noted the next meeting is to be held on 2 August 2024.

13.8 Patient and Family Centred Care Steering Committee (bi-monthly)

The Board noted the meeting to be held on 3 July 2024 was cancelled.

13.9 Aboriginal Health Steering Committee (bi-monthly)

The Board noted the next meeting is to be held 28 May 2024.

## 14. Matters for Noting

14.1 Sustainability Committee (bi-monthly)

The Board received, read and noted the minutes of the meeting held on 18 June 2024, in particular, a presentation at this committee to improve hand hygiene and reduce unnecessary use of non-sterile gloves through education intervention.

14.2 Medical and Dental Appointments Advisory Committee

The Board received, read and noted the minutes of the meeting held on 12 June 2024.

14.3 Finance Leaders Forum

The Board received, read and noted the minutes of the meeting held on 19 June 2024.

14.4 NSW Health / SLHD Performance Review Meeting

The Board noted the meeting was held on 9 May 2024.

# Minutes

## 14.5 Organ Donation for Transplantation

The Board received, read and noted the minutes of the meeting held on 28 May 2024.

## 14.6 Major Procurement, Assets and Imaging Steering Committee

The Board received, read and noted the minutes of the meeting held on 11 June 2024.

## 14.7 Yaralla Estate Community Advisory Committee (bi-monthly)

The Board noted the next meeting is to be held on 16 July 2024.

## 14.8 Security and Violence Prevention Committee

The Board received, read and noted the minutes of the meeting held on 24 June 2024.

## 14.9 Contracts Implementation Committee

The Board received, read and noted the minutes of the meeting held on 24 June 2024.

## 15. Other Business

### 15.1 Matters raised by Board Members

Nil to report

### 15.2 Concord Hospital Restorative Actions.

The Board received, read and noted this report.

## 16 Next Meeting

The next meeting will be held on Monday 19 August 2024 at 9.00am.

The meeting closed at 11.10am



Chair



Date