

SHI Board Communiqué – June 2023

The SHI Board met on 20th of June 2023 and discussed the following matters:

Board Chair – topics for discussion

- The Chair opened the meeting and also welcomed invitees A/Prof Peter Foley, Director of Research, and Ms Sarah Chivers, Director Clinical Research and ATT.

Clinical Trials

- The Board noted and discussed how SHI's strategic research capabilities and scope of work had progressed substantially over the past decade.
- Board members discussed the Institute's agreement with Probit Medical Research, the current pipeline of clinical trial opportunities, and prospects for research collaborations with other Victorian-based institutions.
- The Board thanked A/Prof Foley and Ms Chivers for their substantial and ongoing contributions to SHI's research credentials and capacity.

Australasian Society of Cosmetic Dermatologists

- The Board was pleased to support a new Memorandum of Understanding between SHI and the Australasian Society of Cosmetic Dermatologists. The new MoU will strengthen links between the two organisations, and create more opportunities for cosmetic dermatology education and research.

Operational updates

- A strategic review of subspecialty clinics is progressing steadily, led by SHI's Medical Director A/Prof Patrick Mahar and the CEO. The board discussed the importance of this work and noted it will continue for some time, given the breadth and number of SHI's subspecialty clinics.
- The Board were pleased to hear that plastic surgeon Dr Nigel Mann will relocate his private rooms to the ground floor of 80 Drummond Street, further expanding SHI's surgery activity.
- The CEO updated the Board on discussions underway with consultants and software providers to inform and commence a practice management modernisation project, with the aim to improve SHI's clinical services business operations, patient engagement and experience, and performance analytics and reporting.
- The Board noted the work in progress to prepare the 2023-24 budget. The draft budget will be considered by the FARM committee, before being reviewed by the Board in July.

Sub-committee reports – Finance, Audit and Risk Management committee

- The Board discussed the committee's focus on accountability and oversight of the Financial Sustainability Plan objectives; and reaffirmed the Board's ongoing support for the strategy currently underway.

- The FARM chair briefed the Board on YTD performance compared to budget, in particular noting the improved financial performance over April and May 2023.
- The Board noted preliminary work underway to modernise practice operations that are currently overly reliant on manual processes.

Sub-committee reports – Governance committee

- The Chair of the Governance Committee, Dr Damien Angus, updated the Board on recent work to refresh the Board Charter. The Board approved changes to the Charter, including amendments to the structure of the Board (further to motions carried at the previous AGM), revisions to Board Committee arrangements, and an updated description of CEO responsibilities.
- Continuing its strong commitment to high standards of clinical governance, the Board agreed to an externally managed review of Board effectiveness, to be rolled out in the second half of 2023.

Sub-committee reports – Clinical Governance committee

- The Board noted that the Clinical Governance Committee will oversee governance of SHI's clinical research agenda for a trial period of 6 months, to comply with NSQHS standards.
- The Board noted the Committee's oversight of an appropriate and compliant approach to destroy dated clinical records.

Approved by A/Prof Rosemary Nixon AM, Chair of the SHI Board