

# Attachment 1

11 June 2024

The Chairperson  
Alwyndor  
52 Dunrobin Road  
HOVE SA 5048

**Via email**

Dear Mr Cheater,

**Re: Management Committee Vacancy**

I am writing in relation to the advertisement on LinkedIn for the above role.

I believe that my skills and experience, in particular my understanding of the Australian Health Care and Aged Care system, would be a valuable contribution to the work of Alwyndor. I have extensive experience in senior finance roles across the public and private health system which gives me a unique insight into the health and disability sector.

Further my role as a Governing Board Member on the Yorke and Northern Local Health Network (YNLHN), one of the largest providers of aged care services in regional South Australia, provides me with an insight into the issues and challenges faced by health and aged care providers and consumers. Further I am resident of City of Holdfast Bay and I am keen to give back to my community.

Please find attached my detailed resume to support my application. If you require any further information or would like to discuss any of these matters further do not hesitate to contact me on 0459 222 240 or via email [john@bhcservices.com.au](mailto:john@bhcservices.com.au).

I look forward to the opportunity to discuss this matter with you further.

Regards

John O'Connor  
FCPA GAICD

## PERSONAL INFORMATION

**Name:** John Matthew O'Connor  
**Address:** 10 Fairfield Avenue  
Somerton Park SA 5044  
**Telephone:** 0459 222 240 Mobile  
**Email:** john@bhcservices.com.au  
**Date of Birth:** 7<sup>th</sup> October 1960

## Personal Attributes:

- Excellent communication skills, written and verbal.
- Detailed understanding of the Australian Health Care environment.
- Proven management and leadership skills.
- Well developed financial management and analysis skills, particularly in a healthcare environment.
- Strong project management and change management skills.
- Ability to accept and delegate responsibilities to achieve deadlines.
- Logical, creative thinking skills.
- Strong computer literacy skills.

## Education:

### Tertiary:

University Attended	University of Wollongong
Period Attended	1979 – 1982
Degree Attained	Bachelor of Commerce (Major in Accountancy)

### Other:

CPA Australia post-graduate program  
Completed the Australian Institute of Company Directors course.

## Professional Memberships:

Fellow – CPA Australia  
Member Australian Institute of Company Directors

## PROFESSIONAL EXPERIENCE

<b>Organisation</b>	<b>Top End Regional Health Service</b>
<b>Role</b>	Independent Chair, Finance and Performance Committee
<b>Period</b>	December 2021 – Present

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Appointed as the Independent Chair of the Finance and Performance Committee of the Top End Regional Health Service. The Health Service is based in Darwin and is responsible for the management of Royal Darwin Hospital as well as a range of community health services.

The Chair is required to provide the Top End Health Service with an independent financial assessment of the Health Services financial performance and an assessment of emerging financial risks and appropriate risk management strategies.

<b>Organisation</b>	<b>Yorke and Northern Local Health Network</b>
<b>Role</b>	Governing Board Member
<b>Period</b>	October 2020 – Present

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Appointed to the Board of the Yorke and Northern Local Health Network (**YNLHN**). YNLHN is a South Australian regional public health service based in Port Pirie. The Network services the Yorke Peninsula, Clare Valley and Southern Flinders Ranges.

I am a member of the Governing board, Chair of the Finance and Performance Committee and a member of the organisation's Audit and Risk Committee.

<b>Organisation</b>	<b>Business Health Consulting Services</b>
<b>Role</b>	Director
<b>Period</b>	July 2014 – Present

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Re-established my own consulting practice with particular emphasis on:

- Organisational reform;
- System implementation;
- Cost reduction and financial improvement;
- Development of management reporting systems; and
- Business case development.

<b>Organisation</b>	<b>KPMG</b>
<b>Role</b>	Director
<b>Period</b>	January 2012 – June 2014

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KPMG is one of the 'Big Four' professional services firm with an emphasis on audit, tax and advisory services. I am employed by KPMG as a Director in Government Advisory Service, with particular emphasis on the Health and Human Services practice. In my role with KPMG I have undertaken a number of assignments with particular emphasis on;

- Cost reduction and financial improvement of hospitals and health services.
- Readiness assessment for national health reform and the implementation of Activity Based Funding.
- Budget development.
- Business case development and review.

<b>Organisation</b>	<b>Business Health Consulting Services</b>
<b>Role</b>	Director
<b>Period</b>	November 2010 – January 2012

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I established my own consulting practice with an emphasis on hospitals and healthcare focused on:

- Organisational reform;
- System implementation;
- Cost reduction and financial improvement;
- Development of management reporting systems; and
- Business case development.

<b>Organisation</b>	<b>South Australian Department of Health</b>
<b>Role</b>	Executive Director Finance and Administration
<b>Period</b>	March 2007 – November 2010

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The Department of Health is committed to protecting and improving the health of all South Australians by providing leadership in health reform, policy development and planning. The Department is committed to health care for all, with a focus on well being, illness prevention, early intervention and quality care.

The Department of Health is responsible for a range of services including:

- Public hospital services;
- Metropolitan and country health service delivery; and
- Responsibility for environmental health, communicable diseases, epidemiology, and health promotion and education.

The role was accountable to the Chief Executive of the Department of Health for financial management and administration of the agency budget which involved the establishment of effective financial monitoring strategies and reporting processes in a manner consistent with Department of Treasury and Finance guidelines and the agencies reporting obligations to Government.

The role was also responsible capital asset management services, insurance services, records management and strategic procurement services for the Portfolio.

Major activities undertaken in this role include:

- The introduction of accrual accounting to all Health Regions across SA Health.
- Significant improvements in financial reporting to Departmental Executives, including the Chief Executive and improvements to the quality and accuracy of financial reporting provided to the Department of Treasury and Finance.
- The implementation of a single instance of a Finance and Supply Chain software solution for the Health Portfolio.
- The development and implementation of an Integrated Finance function for SA Health. With the implementation of this function all finance staff across SA Health were accountable to my role.
- The development and implementation of a single SA Health Supply Chain service. The service is accountable for all aspects of the supply chain including tendering, purchasing, contract negotiation and contract management.

<b>Organisation</b>	<b>Southern Health</b>
<b>Role</b>	Director of Finance
<b>Period</b>	February 2005 – February 2007

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Southern Health is the largest public healthcare network in Victoria providing acute care services, aged care; community based cared and mental health services to the south eastern corridor of Melbourne with an approximate catchment population in excess of 750,000. Southern Health employs more than 11,000 people and has an annual turnover is in excess of \$900M.

The major responsibilities of this role were:

- Day to day leadership and management of the organisation's finance function including
  - Financial Accounting team
  - Management Accounting team
  - Accounts Payable
  - Accounts Receivable, including patient billing
  - Payroll Services team
  - Cash flow management and treasury functions
- Manage the preparation and presentation of annual statutory accounts.
- Co-ordination of the annual budget preparation process, recurrent and capital.
- Monitoring and analysis of the organisation's financial performance.
- Preparation of the monthly Board finance report.
- Review and development of reporting systems to the Board, Chief Executive and Executive Management Team.

Major achievements in this role included:

- As project director I managed the successful implementation of two major systems on time and within budget. Southern Health implemented Oracle Financials as its new financial accounting and supply system on the 1<sup>st</sup> July 2006. On the 1<sup>st</sup> October 2006 the implementation of a new payroll system for all Southern Health staff was operationalised.
- Review and redevelopment of monthly financial reports for all key internal stakeholders including the Board, Chief Executive and senior management.
- Review and redesign of end of month processes to reduce month end close from ten (10) working days to five (5) working days.
- New processes and procedures for the development and submission of business cases.

**Organisation**

**Construction Industry Training Board**

**Role**

Finance and Administration Manager

**Period**

November 2002 – February 2005

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The Construction Industry Training Board is a South Australian Statutory Authority responsible for the administration of the SA Construction Industry Training Fund, including the collection and disbursement of a statutory levy.

The major responsibilities of this role were:

- The management of all financial and administrative functions for the Board.
- Manage the preparation and presentation of annual statutory accounts.
- Co-ordination of the annual budget preparation process.
- Monitoring and analysis of the organisation's financial performance.
- Preparation and presentation of the monthly Board finance report.
- Review and development of reporting systems to the Board, Chief Executive and senior management.
- Participate in the senior management team.

Major achievements in this role included:

- Implementation of a new chart of accounts to facilitate improved reporting to all key stakeholders.
- Implementation of an improved e-Business solution to streamline the levy collection and disbursement process.
- Completed an analysis and report on the organisations current and future information technology needs.

<b>Organisation</b>	<b>North West Adelaide Area Health Service</b>
<b>Role</b>	Contract Accountant
<b>Period</b>	April 2002 – November 2002

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The major responsibilities of this role were:

- To review and implement improved procedures and processes to ensure that the client complied with legislative requirements for the preparation and presentation of its annual statutory accounts.
- Manage the preparation of annual statutory accounts.
- Review and recommend improvements to the patient billing process.

Major achievements in this role included:

- The organisations audited financial accounts were submitted within the statutory guidelines.



**Organisation** **Adelaide Community Healthcare Alliance Inc.**

**Role** Executive Officer – Financial Operations

**Period** March 2000 – April 2002

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The Adelaide Community Healthcare Alliance Inc. (ACHA) was the largest not for profit hospital operator in South Australia. ACHA was formed through the merger of three not for profit hospitals and the acquisition of a fourth facility. The group managed more than six hundred (600) beds over five geographic locations.

The major responsibilities of this role were:

- Day to day leadership and management of the organisation's finance function including
  - Financial Accounting team
  - Management Accounting team
  - Accounts Payable
  - Accounts Receivable, including patient billing
- Manage the preparation and presentation of annual statutory accounts and annual returns.
- Co-ordination of the annual budget preparation process, recurrent and capital.
- Monitoring and analysis of the organisation's financial performance.
- Preparation of the monthly Board finance report.
- Development of reporting system's including the identification of relevant Key Performance Indicators.
- Participate in health fund negotiations and on-going contract management.

Major achievements in this role included:

- As project director I managed the successful implementation of two major systems on time and within budget. Southern Health implemented Oracle Financials as its new financial accounting and supply system on the 1<sup>st</sup> July 2006. On the 1<sup>st</sup> October 2006 the implementation of a new payroll system for all Southern Health staff was operationalised.
- Review and redevelopment of monthly financial reports for all key internal stakeholders including the Board, Chief Executive and senior management.

**Organisation** **Adelaide Community Healthcare Alliance Inc.**

**Role** Financial Operations Manager

**Period** November 1999 – March 2000

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The major responsibilities of this role were:

- Development and maintenance of the organisation's ten-year financial master plan. This included presentation of the plan to ACHA's bankers, in writing and verbally.
- Preparation and presentation of annual accounts and statutory returns.
- Co-ordination of the annual budget preparation process.
- Monitoring and analysis of the organisation's financial performance.
- Development of reporting system's including the identification of relevant Key Performance Indicators.
- Establishment of common accounting policies, procedures and systems for the merged entity.
- Participate in health fund negotiations and on-going contract management.

**Organisation** Ashford Community Hospital

**Role** Deputy Director Finance

**Period** October 1997 – November 1999

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The major responsibilities of this role were:

- Development and maintenance of the organisation's ten-year financial master plan. This included presentation of the plan to Ashford's bankers, in writing and verbally.
- Preparation and presentation of annual accounts and statutory returns.
- Co-ordination of the annual budget preparation process.
- Monitoring and analysis of the organisation's financial performance.
- Development of reporting system's including the identification of relevant Key Performance Indicators.
- Participate in health fund negotiations and on-going contract management.

**Role** Manager – Business Systems

**Period** March 1997 – October 1997

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The major responsibilities of this role were:

- Development and maintenance of statistical reporting systems.
- Provide support to users of the organisation's business applications.

- Analysis of software system functionality, including work practices, to form the basis of the development of specifications for the purchase of new application software.

**Role** Management Accountant

**Period** March 1996 – February 1997

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The major responsibilities of this role were:

- Responsibility for the clinical costing department, including management of the clinical costing application.
- Preparation and monitoring of monthly management reports.
- Provide direct assistance to Department Managers to identify, analyse and manage unfavourable budget variances.
- Participate in the preparation of the annual budget.

**REFEREES:**

<b>Ross Sinclair</b>	Executive Director of Finance Sydney Local Health District	E: <a href="mailto:ross.sinclair@health.nsw.gov.au">ross.sinclair@health.nsw.gov.au</a> M: 0472 833 117
<b>Wayne Gadd</b>	Interim Chief Executive Southern Adelaide LHN	E: <a href="mailto:wayne.gadd@health.sa.gov.au">wayne.gadd@health.sa.gov.au</a> M: 0419 832 460