

## NSLHD Board

### MEETING DETAILS

**Date:** Tuesday 19 April 2022 commencing 4:00pm

**Venue:** Garrigarrang Room, Level 14, Kolling Building or via MS Teams

#### Present:

Mr Trevor Danos AM	Board Chair
Professor Emerita Mary Chiarella AM	Deputy Board Chair (by video)
Mr Andrew Goodsall	Board Member
Mr Anthony Hollis	Board Member (by video)
Mr Brad Goodwin	Board Member (by video)
Mr Chris Greatrex	Board Member
Dr Donna Lynch	Board Member
Ms Karen Filocamo	Board Member
Ms Kimberley Reynolds	Board Member (by phone)
Ms Nadia Levin	Board Member (by video)
Dr Stephanie Teoh	Board Member (by video)

#### In attendance:

Ms Deb Willcox	Chief Executive, NSLHD (CE)
Mr Lee Gregory	Executive Director Operations NSLHD
Ms Brooke Barnett	Board Secretariat
Ms Jan McClelland AM	NSLHD Board Audit and Risk Committee Chair (item 3.1)

#### Apologies:

Dr Michelle Mulligan	Board Member
Ms Jacqueline Ferguson	Director Finance and Corporate Services, NSLHD
Dr Cesar Uy	Chair MSEC, NSLHD

### AGENDA ITEMS

The Board Chair welcomed the Board members and attendees to the meeting and opened the meeting with an acknowledgement of country.

#### 1. Attendance / Apologies / Conflict of Interest

Attendance was **noted**; apologies were noted.

The Board Chair asked those present to declare any additional or new conflicts of interest. None was declared.

#### 2. Confirmation of Minutes

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## 2.1. Minutes of meeting held 15 March 2022

Minutes of the meeting held 15 March 2022 were confirmed as a true and accurate record of the meeting.

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## 3. Presentations

### 3.1. BARC Update

The Chair of the Northern Sydney Local Health District (NSLHD) Board Audit and Risk Committee (BARC) provided an update to the Board. The update included an overview of the membership, objectives and responsibilities of the BARC and an overview of the yearly meetings and the work plan as well as details of the current audit program, resourcing of internal audit and outstanding “opportunities for improvement: audit findings. The BARC Chair provided the Board with an update on the recent BARC meeting and the early financial year close financial statements meeting. The BARC Chair also provided observations of the committee and what is working well for the committee. The BARC Chair commented favourably on the active engagement on risk across NSLHD, the strength and dedication of the internal audit team and the strong, transparent and professional relationship between the committee and NSLHD executives.

The NSLHD Board Chair expressed gratitude to the BARC Chair and members for their work undertaken across the NSLHD.

### 3.2. Research Update

This item was deferred to the May 2022 meeting.

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## 4. Patient Story

### 4.1. Patient Perspective – Accreditation Assessment

This item was **noted** and taken as read.

**Action:** Board Secretariat to write a letter of compliment to the Nurse Unit Manager on behalf of the NSLHD Board.

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## 5. Ongoing Business/Action Items

### 5.1. Action List – March 2022

The action list was reviewed and updated accordingly.

### 5.2. JMO Wellbeing Update

This item was **noted** and taken as read.

The Chief Executive (CE) provided an update. This document is to be considered a draft. It demonstrates the broad consultation that was undertaken to understand how best to support Junior Medical Officers (JMOs). The document is to be revised and brought back to the NSLHD Board for approval. Board members are invited to send any comments on the proposed changes to the CE.

**Action:** Finalised referral note to be provided to the May 2022 NSLHD Board meeting.

### 5.3. Shadowing an Intern

This item was deferred to the May 2022 meeting.

### 5.4. NSLHD Honour Roll

This item was **noted** and taken as read.

The Deputy Board Chair provided an update. The next steps of this project are to set up a task force and to draft the Terms of Reference.

**Action:** NSLHD Board Chair to send Expression of Interest to Board members for the task force.

### 5.5. Consumer Committee Focus for 2022

This item was **noted** and taken as read.

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## 6. Chief Executive update on COVID-19 activities

The CE provided a verbal update on COVID-19 with the following highlights:

- Staff furloughing continues to be an issue for NSLHD.
- NSLHD has submitted a plan to the Ministry of Health (MoH) regarding COVID-19 vaccination and screening clinics, as part of a Statewide strategy.
- NSLHD is awaiting advice from the MoH on booster shots for front line health workers.
- NSLHD is developing strategies on how to reduce the planned surgery wait lists.

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## 7. Update on Accreditation

This item was noted and taken as read.

The CE provided an update. The final report from the Ryde Accreditation Assessment is still pending. The Hornsby Ku-ring-gai Hospital (HKH) trial assessment went well. Areas of risk were identified that will be addressed before the Accreditation Assessment. Royal North Shore Hospital (RNSH) are on track for their Accreditation Assessment. The feedback from the trial assessment was positive.

**Action:** Director of Clinical Governance and Patient Experience NSLHD to provide referral note update on the medication reconciliation risk.

**Action:** Board secretariat to send confirmation of assessment dates and assessors for RNSH.

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## 8. Ryde Redevelopment

This item was **noted** and taken as read.

The CE provided an update. The governance arrangements have been put into place and the local team has been recruited to. The clinical services plan will be finalised and sent to the MoH at the end of the month. There are no current issues of concern.

The Board discussed the 'future proofing' of the new hospital and the link to sustainability and the NSLHD's target of net zero by 2035 including ensuring contractors and other parties from whom goods and services are procured support the efforts and ambitions of NSLHD.

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The Board invited the CE to consider including Health Infrastructure and Dr Kate Charlesworth in any future presentations.

**Action:** CE to provide referral note on future proofing and sustainability at the May 2022 meeting.

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## 9. Matters for Decision/Approval

### 9.1. MoH Risk Statement

The Board **approved** the MoH Risk Statement for submission.

**Action:** Ask the Chief Risk Officer to add Reputational risk to the risk statement.

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## 10. Strategic Discussion

### 10.1. NSLHD Strategic Plan Update

This item was **noted** and taken as read.

The CE provided an update. The plan is on track to provide the final draft plan to the NSLHD Board at the July 2022 meeting for approval.

**Action:** Interim briefing to be provided to the Board on changes since the February strategy day and to include emerging key issues from staff

### 10.2. Media Release – Future directions for health and medical research

This item was deferred to the May 2022 meeting.

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## 11. Standing Business

### 11.1. Board Chair Report

The Board Chair provided a verbal updated with the following highlights:

- The Board Chair met with NSW Health Secretary.
- The CE and the Board Chair met with the Vice Chancellor of Sydney University, Mark Scott AO. Professor Scott AO will undertake a tour of RNSH.
- The Board Chair noted the recent press release on the creation of the Regional Health Division of NSW Health.
- The Board Chair met with NSW Health Minister Brad Hazzard regarding the Herbert Street Precinct. Minister Hazzard will undertake a tour of the Herbert Street Precinct with the CE and the Deputy Board Chair.
- The Board Chair noted the recent Board Members' Conference. A communique with summaries of the breakout sessions will be provided to members.
- The Board Chair attended a presentation on artificial intelligence, machine learning and big data as they relate to health
- The Board Chair noted the review underway as to retail space at RNSH.

### 11.2. Chief Executive Report April 2022

This item was **noted** and taken as read.

The CE noted the NSLHD remain on performance watch level 0.

### 11.3. Finance Risk and Performance Report

This item was **noted** and taken as read.

The Chair of the Finance Risk and Performance Committee (FRAP) provided comment on the March financial results. The results will be reviewed at the next FRAP meeting on Thursday.

### 11.4. Committee Updates

#### Board Audit and Risk Committee (BARC)

No further update provided.

#### Finance, Risk and Performance Committee (FRAP)

No further update provided.

#### Consumer Committee (CC)

The Consumer Committee Chair provided an update on the meeting held earlier today. The Committee received a presentation on consumer involvement in research by Professor Sue Kurrle.

The CC Chair advised a consumer forum is scheduled for September 2022. Board members to be invited to the forum once details are finalised.

The new NSLHD Consumer and Patient Experience Manager has commenced.

New manager of consumer and patient experience manager started at NSLHD.

#### Health Care Quality Committee (HCQC)

The HCQC Chair provided an update to the Board and noted the below:

- The 2021 thematic analysis on the Serious Adverse Event Review (SAER).
- The HCQC also received a presentation on the breakdown of the People Matter Survey results.
- The Safety and Quality Report received this month is a full report which is produced quarterly rather than the exceptions report.

There was discussion regarding the role of Digital Health in the Comprehensive Care program being undertaken.

**Action:** Executive Director of Operations (EDoPs) to advise if Digital Health is a part of the KPIs of the Comprehensive Care eMR rollout.

#### JMO Board Wellbeing

No further update provided.

#### Clinical and Quality Council

No further update provided.

#### Medical Staff Executive Council (MSEC)

No further update provided.

#### NSLHD Research Advisory Committee

No further update provided.

Planetary Health Committee

No further update provided.

Health Education and Research Precinct

No further update provided.

NSLHD Digital Health Steering Committee

No further update provided

**11.5. NSW LHD Selected Performance Indicators – February 2022**

This item was **noted** and taken as read.

**11.6. Communications Calendar**

This item was **noted** and taken as read.

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**12. NSLHD Committee Minutes and Reports (taken as read)**

**12.1. Board Audit and Risk Committee (BARC)**

Not available.

**12.2. Finance Risk and Performance Committee (FRAP)**

This item was **noted** and taken as read.

**12.3. Consumer Committee**

Not available.

**12.3.1. Consumer Committee STRA2P Report**

Not available.

**12.4. Health Care Quality Committee (HCQC)**

This item was **noted** and taken as read.

**12.4.1. HCQC STRA2P**

This item was **noted** and taken as read.

**12.4.2. HCQC Safety and Quality Report**

This item was **noted** and taken as read.

**12.5. JMO Wellbeing Board Committee**

Not available.

**12.6. Clinical and Quality Council**

This item was **noted** and taken as read.

**12.7. Medical Staff Executive Council (MSEC)**

Not available.

**12.8. NSLHD Research Advisory Committee**

Not available.

**12.9. Planetary Health Committee**

Not available.

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## 12.10. Health Education and Research Precinct

Not available.

## 12.11. NSLHD Digital Health Steering Committee

Not available.

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## 13. Additional Reading Material

Nil.

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## 14. Other Business

A question was raised regarding the imminent Flu season and the booster requirement for Health Care workers. The CE discussed the communications and planned communications for staff and the community on how the NSLHD will manage the upcoming season. There are discussions with the MoH and the Primary Health Network (PHN) regarding the same.

**Action:** CE to provide a verbal update on Flu season communication plans at the May 2022 meeting.

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## 15. Date, Time & Venue for Next Meeting

Tuesday, 17 May 2022, commencing at 4:00pm, Garrigarrang Room, Level 14 Kolling Building RNSH.

**Meeting Closed:** 6:18pm

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## CERTIFIED A CORRECT RECORD

**Trevor Danos AM, Chair**

17.05.2022