

## NSLHD Board

### MEETING DETAILS

**Date:** Tuesday 20 September 2022 commencing 4:00pm

**Venue:** Board Room, Beachside Rehabilitation Unit, Mona Vale Hospital (MVH) or via Teams

**Present:**

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

**In attendance:**

Ms Deb Willcox	Chief Executive, NSLHD
Dr Cesar Uy	Chair MSEC, NSLHD (by MS Teams)
Mr Lee Gregory	Executive Director Operations, NSLHD
Ms Tegan Mitchley	A/Board Secretariat, NSLHD
Mr James Stormon	Director Northern Beaches Hospital Partnership, NSLHD
Mr Mathivanan Sakthivel	A/General Manager, Mona Vale Hospital (item 3.2)
Ms Jennifer McConnell	A/Director Strategic Operations, NSLHD
Mr James Ross	A/Director Finance and Corporate Services, NSLHD
Ms Leisa Rathborne	Executive Director Northern Region, Health Infrastructure (item 3.1)
Mr Chris Horton	A/Director Northern Region, Health Infrastructure (item 3.1)
Dr Jasmine Gilchrist	Senior Staff Specialist Rehabilitation Physician, MVH (item 3.3)
Ms Paula Williscroft	Director People and Culture, NSLHD (item 3.4)
Ms Julia Capper	Director Allied Health, NSLHD (item 3.4)

**Apologies:**

Ms Jacquie Ferguson	Director Finance and Corporate Services, NSLHD
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### AGENDA ITEMS

There was no in-camera session.

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

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## 1. Attendance / Apologies / Conflict of Interest

Attendance and apologies were **noted**.

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

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## 2. Confirmation of Minutes

### 2.1. Minutes of meeting held 16 August 2022

Minutes of the meeting of the Board held 16 August 2022 were confirmed as a true and accurate record of the meeting.

### 2.2 Minutes from the out of session meeting held 24 August 2022

Minutes of the out of session meeting of the Board held 24 August 2022 were confirmed as a true and accurate record of the meeting.

### 2.3 Minutes from the out of session meeting held 30 August 2022

Minutes of the out of session meeting of the Board held 30 August 2022 were confirmed as a true and accurate record of the meeting.

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## 3. Presentations

### 3.1. Ryde Hospital Development

The Executive Director Northern Region, Health Infrastructure provided a briefing to the Board on the Ryde Hospital Redevelopment covering the following:

- Concept design
- Sustainability (social, economic and environmental)
- Stakeholder engagement
- Project management

The Board noted its ambitious commitment to sustainability and a future-proof new Ryde Hospital.

### 3.2. Mona Vale Hospital Update

The A/General Manager of MVH presented to the Board on the performance of MVH and the current inpatient and outpatient services and staffing of MVH. This included detail on the Geriatric Evaluation and Management (GEM) service and usage and patient flows in the Urgent Care Centre.

The A/General Manager of MVH also presented to the Board on the progress of and timetable for the Adolescent and Young Adult Hospice at Manly. It is anticipated that construction will be completed by December 2022, with first patients accepted in the new year.

### 3.3. Patient Story Presentation

Dr Jasmine Gilchrist, Senior Staff Specialist Rehabilitation Physician, presented to the Board on how MVH are using Australasian Rehabilitation Outcomes Centre (AROC) benchmark data to improve patient outcomes.in particular length of stay (LOS)

### 3.4. People and Culture Quarterly Update

The Director People and Culture provided the quarterly update to the Board covering Organisational Development and Capability, Health Safety and Wellbeing, the Advancing Women in Medical leadership initiative, the level of accrued leave among the Executive and the general wellbeing of staff in the context of the prolonged COVID-19 pandemic

- The People and Culture Directorate is due to refresh the NSLHD Diversity and Inclusion Plan in line with the NSLHD Strategic Plan 2022 – 2027
- The NSLHD Zero Tolerance policy will be launched in conjunction with the release of the 2022 People Matter Survey results
- The NSLHD People Plan will come to the Board as a draft before the end of the year
- People Matter Employee Survey results will be available in October 2022 and reported to the Board once available
- Staff furlough related to COVID-19 has decreased significantly
- The Board noted some improvements on how physical assault data is currently presented including trends
- The Board requested further detail on the EAP and its effectiveness at the next quarterly update
- Allied Health Professionals Day – 14 October 2022
- Exceptional People Awards – 29 November 2022

**Action:** Director People and Culture to provide briefing on EAP and its effectiveness at next People and Culture quarterly update.

**Action:** People Matter Employee Survey Results to be reported to Board once available

**Action:** CE to provide a briefing to the Board on all the Plans NSLHD have, and which ones are due to be refreshed

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## 4. Ongoing Business/Action Items

### 4.1. Action List – August 2022

The action list was reviewed and updated accordingly.

### 4.2. JMO Wellbeing Update

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

**Action:** Further detail including metrics to be reported to the Board before the end of 2022.

### 4.3. NSW Health By-Laws and Compliance Review

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

### 4.4. NSLHD Social Media

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

**Action:** A presentation on how to use social media will be arranged for the Board.

#### 4.5. NSLHD Legal Matters Report

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

#### 4.6. NSLHD Risk Report

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

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### 5. Matters for Decision/Approval

#### 5.1. Guide to Conflict of Interest for Board Members

This item was **noted** and taken as read. The Guide will be issued annually to Board members.

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### 6. Standing Business

#### 6.1. Board Chair Report

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

- The Vice Chancellor and the Executive Dean, Faculty of Medicine and Health, University of Sydney met with the Board Chair, the CE and other senior leaders of NSLHD
- The Board Chair, the CE and other senior leaders of NSLHD attended a presentation by the Chief Sustainability Officer of the NHS
- The St Leonards Precinct Plan has been published
- The NSLHD Consumer Forum will be held on 21 September 2022

#### 6.2. Chief Executive Report September 2022

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

The Chief Executive provided a verbal update with the following highlights:

- NSLHD had its Quarterly Performance meeting with the Ministry, and remains on Level 0
- Duress systems at Herbert Street for MHDA
- Tiny Feet, Big Journeys – Aboriginal and Torres Strait Islander Health Service
- The NSLHD Strategic Plan 2022 – 2027 has been formally launched
- Exceptional people award nominations are open
- The Annual Board Strategy Day with the NORTH Foundation and NSLHD recently occurred and was positive
- Future updating on COVID-19 will be given through the CE Report and no longer as a standing agenda item
- Temporary personnel changes in NSLHD Executive
  - The Interim Chief Executive will be Lee Gregory
  - The A/Executive Director Operations will be James Stormon
  - The A/Director NBH Partnerships will be Jennifer McConnell
  - Recruitment is underway for the A/Director Strategic Operations

#### 6.3. Finance Risk and Performance Report

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

**Action:** Chair FRAP to re-present Annual Service Agreement presentation from FRAP to Board

**Action:** Budget 2022/23 presentation provided to FRAP to be provided to Board

#### 6.4. 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)

No further update provided.

Health Care Quality Committee (HCQC)

No further update provided.

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.

NSLHD Digital Health Steering Committee

No further update provided

#### 6.5. NSW LHD Selected Performance Indicators – July 2022

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

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### 7. NSLHD Committee Minutes and Reports (taken as read)

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

Not available.

#### 7.2. Finance Risk and Performance Committee (FRAP)

This item was **noted** and taken as read. The Board Chair requested the Chair FRAP to consider how the presentation recently given to FRAP Annual Service Agreement might be re-presented to the Board and how extracts of relevant reports that are routinely tabled at FRAP might be shared with the Board.

#### 7.3. Consumer Committee

Not available.

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### 7.3.1. Consumer Committee STRA2P Report

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

### 7.4. Health Care Quality Committee (HCQC)

Not available.

#### 7.4.1. HCQC STRA2P

Not available.

#### 7.4.2. HCQC Safety and Quality Report

Not available.

### 7.5. JMO Wellbeing Board Committee

Not available.

### 7.6. Clinical and Quality Council

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

### 7.7. Medical Staff Executive Council (MSEC)

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

### 7.8. NSLHD Research Advisory Committee

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

### 7.9. Planetary Health Committee

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

### 7.10. NSLHD Digital Health Steering Committee

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

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## 8. Additional Reading Material

### 8.1. Note from Board Chair regarding Ms Deb Willcox

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

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## 9. Other Business

### 9.1. Deb Willcox

The Board Chair noted that this would be the CE's last meeting. The Board thanked and commended the CE for her exceptional leadership at NSLHD and how she had transformed NSLHD, and wished her all the best in her new role as Deputy Secretary, Health System Strategy and Planning, NSW Ministry of Health.

The Board Chair advised the CE that at an out of session Board meeting held on 13 September 2022, the Board had resolved to establish the NSLHD Honour Roll and that the Board at that meeting, by unanimous acclamation, had made Deb Willcox the first honouree.

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

Tuesday 18 October 2022, commencing at 4:00pm, Garringarrang, Level 14 Kolling Building.

# Minutes



**Health**  
Northern Sydney  
Local Health District

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**Meeting Closed: 6:58pm**

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**CERTIFIED A CORRECT RECORD**

**Trevor Danos AM, Chair**

18 October 2022