

## NSLHD Board

### MEETING DETAILS

**Date:** Tuesday 21 November 2023 commencing 4:00pm

**Venue:** NSLHD Boardroom, Level 14, Kolling Building or via Skype

**Present:**

Mr Trevor Danos AM	Board Chair NSLHD
Professor Mary Chiarella AM	Deputy Board Chair NSLHD
Mr Brad Goodwin	Board Member NSLHD
Mr Chris Greatrex	Board Member NSLHD
Mr Adam Johnston	Board Member NSLHD
Ms Kimberley Reynolds	Board Member NSLHD
Ms Karen Filocamo	Board Member NSLHD
Dr Stephanie Teoh	Board Member NSLHD (via MS Teams)
Ms Nadia Levin	Board Member NSLHD (via MS Teams)
The Hon Patricia Forsythe AM	Board Member NSLHD
Dr Donna Lynch	Board Member NSLHD

**In attendance:**

Adjunct Professor Anthony Schembri AM	Chief Executive, NSLHD (CE)
Ms Jan McClelland AM	Chair, Board Audit and Risk Committee (in attendance for Agenda Item 3.1 only)
Ms Alison Zecchin	Executive Director Operations NSLHD
Ms Jacqueline Ferguson	Director Finance and Corporate Services NSLHD
Ms Rose Garzaniti	Board Secretariat NSLHD
Ms Tegan Mitchley	Executive Officer, Office of the Chief Executive

**Apologies:**

Dr Michelle Mulligan OAM	Board Member
Dr John Brereton	Chair MSEC, NSLHD

### 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.

The Board Chair, on behalf of the Board, welcomed Ms Rose Garzaniti as the new Board Secretariat NSLHD. The Board Chair, on behalf of the Board, thanked Ms Tegan Mitchley for her strong and effective support of the Board and her constructive and professional contribution to the affairs of the Board over the past year and wished her well in her new role as Executive Officer, Strategic Operations, NSLHD.

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## 1. Attendance / Apologies / Conflict of Interest

Attendance was **noted**; there were no apologies other than as 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 17 October & 31 October 2023

Minutes of the meetings held 17 October 2023 and 31 October 2023 were confirmed as a true and accurate record of the respective meetings.

## 3. Presentations

### 3.1. BARC Chair Update

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

Ms Jan McClelland, Board Audit and Risk Committee (BARC) Chair provided a verbal overview of the BARC's activities in 2023, BARC's planned activities for 2024, BARC's interactions with the NSW Audit Office and the BARCs from other local health districts, the scope of completed audit reports and current (including overdue) audit recommendations and how BARC tracks and escalates these, and resourcing challenges within the Internal Audit team. The verbal report was complimentary of NSLHD and its ongoing commitment to improving governance, risk management and control systems and did not identify any areas of material concern.

### 3.2. Northern Beaches Update

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

The CE provided a verbal overview on concerns around serious quality and safety performance issues at Northern Beaches Hospital and proposed improvement plans. The Board requested that the CE continue to report monthly to the Board on these matters.

**Action:** CE to provide a verbal update to next meeting.

### 3.3. N&M Recruitment Update

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

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## 4. Patient Story

### 4.1. Mona Vale Hospital Patient Story

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

The Chief Executive provided the Board with an overview of the patient's background, risks and opportunities, including exploring opportunities with virtual

care and hospital in the home and for more staff to be trained and develop skills in wound management.

The Board acknowledged that this patient's story highlights the vulnerabilities of wound management in the community, particularly within Residential Aged Care facilities.

The Board discussed the issue of wound management care in the community and how/if wound management care aligns with the services of GPs, and Aged Care Facilities.

**Action:** CE to provide an update in 3 months' time on how/if wound management care aligns with the services of GPs and Aged Care Facilities.

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## 5. Ongoing Business/Action Items

### 5.1. Action List – October 2023

The action list was reviewed and updated accordingly.

### 5.2. Voluntary Assisted Dying Preparations

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

### 5.3. Sexual Harassment in Workplace

Held over to the next Board meeting.

### 5.4. Aboriginal and Torres Strait Islander Staffing and Career Progression

Held over to the next Board meeting.

### 5.5. Brookvale Community Health Centre

Held over to the next Board meeting.

### 5.6. NSLHD Board Honour Roll 2023

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

Professor Emerita Chiarella AM spoke to the paper and the recommendations of the NSLHD Board Honour Roll Selection Working Group.

The Board **resolved** to accept all the recommendations.

The Board noted the Working Group would reconvene in February 2024 to review the 2024 application criteria and nomination process.

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## 6. Voluntary Assisted Dying

The CE provided the Board with a level of assurance that NSLHD and RNSH would be ready for service commencement on 28 November 2023 and that appropriate staffing and resourcing arrangements had been made to cover the holiday period.

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## 7. Strategic Discussion

### 7.1. NSLHD Service Agreement 2023/24

This item was **noted** and taken as read. This included the covering letter that had been sent to the Secretary.

## 7.2. NSLHD Submission to Special Commission of Inquiry into Healthcare Funding

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

The Chair noted that NSLHD provided an initial submission to the Special Commission of Inquiry into Healthcare Funding.

The Chair and the CE provided an overview of the visit by Special Commissioner Beazley SC to NSLHD on 8 November 2023.

The CE acknowledged and thanked the Executive colleagues who also participated on the day, noting that the Board should be very proud of how our staff represented the health service.

The CE to keep the Board updated as required.

## 7.3. NSW Health Council of Board Chairs Communique

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

## 7.4. NSLHD Senior Leadership Governance Framework

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

The CE informed the Board that as part of his 120 day plan he recently reviewed the Executive workforce structure to ensure organisational objectives align with the strategic priorities of NSLHD.

The CE provided an overview of the Senior Leadership Team Governance Framework noting that it comprises of four tiers – Executive Leadership Team, Operational Leadership Team, Senior Leadership Team and Clinical Leadership Team including the cadence of meetings. The Board expressed its support for the Framework.

**Action:** Updated Organisational Chart to be submitted to Board Meeting of 20 February 2024 and uploaded onto the NSLHD Internet/Intranet.

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## 8. Standing Business

### Board Reporting

#### 8.1. Board Chair Report

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

In the interest of time the Board Chair Report was circulated out of session in advance of the meeting. The report highlighted the following:

- The Board Chair met with the Vice Chancellor of Sydney University to discuss opportunities on the Royal North Shore Hospital Campus
- The Board Chair met with executives from Microsoft to discuss opportunities on the Royal North Shore Hospital Campus
- The Board Chair, the Committee Chairs, and the CE met with the Commissioner from the Special Commission of Inquiry into NSW Health

- The Board Chair attended a breakfast for members of the Voluntary Assisted Dying Team
- The Board Chair attended the end of year event for North Foundation and its supporters
- The Board Chair wrote to the NSW Minister for Mental Health on the need for mental health facilities at Ryde Hospital
- The Board Chair attended the opening sessions of the Person-Centred Care Showcase

In addition, the Chair informed the Board that preparations are underway for the upcoming Annual Public Meeting on Friday 8 December 2023.

## District Reporting

### **8.2. Chief Executive Report October 2023**

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

The CE gave a verbal update on the increased transmission of COVID across NSW and the reactivation of the NSLHD Clinical Advisory Group.

### **8.3. Finance Risk and Performance Report**

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

The CE informed the Board that the Ministry Performance Watch Level remains at 0. Financial forecast appears challenging.

The CE provided an overview on how NSLHD is tracking in relation to:

- Patient flow and access
- Transfer of care
- Elective Surgery
- Average length of stay

The CE led a Board discussion on the operational and financial challenges facing NSLHD. This included challenges with discharging patients to aged care and respite care, excessive leave and ADO balances, expectations around achievement of efficiency plans, staff shortages and use of agency staff, and write offs.

### **8.4. 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.

RIT Committee

No further update provided.

JMO Wellbeing Board

No further update provided.

Clinical and Quality Council

No further update provided.

Medical Staff Executive Council (MSEC)

No further update provided.

Planetary Health Committee

No further update provided.

NSLHD Digital Health Steering Committee

No further update provided.

**8.5. NSW LHD Selected Performance Indicators – September 2023**

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

**8.6. Communications Calendar**

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

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

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

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

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

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

**9.3. Consumer Committee**

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

**9.3.1. Consumer Committee STRA2P Report**

Held over the next meeting.

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

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

**9.4.1 HCQC STRA2P**

Held over to the next meeting.

**9.5. Research Innovation and Technology (RIT) Committee.**

Not available.

**9.6. JMO Wellbeing Board Committee**

Not available.



## 9.7. Clinical Council

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

## 9.8. Medical Staff Executive Council (MSEC)

Not available.

## 9.9. Planetary Health Committee

Not available.

## 9.10. NSLHD Digital Health Steering Committee

Not available.

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## 10. Other Business

### 10.1. Business Continuity Plan on Telecommunications and eMR

The Board sought reassurance from the CE that NSLHD has a business continuity plan that can be activated in the event that telecommunications and eMR systems go completely down.

**Action:** Executive Director Operations to submit a copy of the NSLHD Business Continuity Telecommunications and eMR Plan to the December Board Meeting.

### 10.2. NSW Health Awards 2023

The Chief Executive informed the Board Members that at the 25<sup>th</sup> Annual NSW Health Awards 2023:

- NSLHD was a joint winner of an award in the 'Patient Safety First' category for the Royal North Shore Hospital *Multidisciplinary Concussion Service*
- NSLHD received a highly commended recognition in the 'Health Research' category for the *Transforming Fluid Resuscitation in Intensive Care* clinical trial in ICU Royal North Shore Hospital.

### 10.3. Dr Naomi Hammond

The Board acknowledged Dr Naomi Hammond for being named leading researcher in the field of critical care by the Australian, noting that this Award is a great acknowledgement of Naomi's outstanding performance and dedication to excellence. A small congratulatory event to honour Dr Hammond is scheduled for mid December 2023.

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

Tuesday, 12 December 2023 commencing at 4:00pm, Garrigarrang, Level 14 Kolling Building.

**Meeting Closed:** 5.30pm.

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## Joint NSLHD and SNHN Board Meeting

Commencing at 5.45pm, the Board held its annual joint meeting with the Board of Sydney North Health Network. Matters discussed included the following:

- Summary of joint events in the last 12 months
- Key matters discussed:

# Minutes



- Social prescribing and connecting communities
- Regional Mental Health Plan
- Health Inequity Report
- Virtual Care and Hospital in the Home Services
- RNSH Campus Master Plan and St Leonards Health Education and Research Precinct Plan

The annual joint board meeting closed at 7.05pm.

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**CERTIFIED A CORRECT RECORD**

**Trevor Danos AM, Chair**

12 December 2023