

NSLHD Board

MEETING DETAILS

Date: Tuesday 18 July 2023 commencing 4:00pm

Venue: Hornsby Ku-ring-gai Hospital or via MS Teams

Present:

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

In attendance:

A/Prof Anthony Schembri AM	Chief Executive NSLHD (CE)
Ms Alison Zecchin	A/Executive Director Operations NSLHD
Ms Jacquie Ferguson	Director Finance and Corporate Services NSLHD
Ms Tegan Mitchley	Board Secretariat NSLHD
Mr Simon Hill	General Manager Hornsby Ku-ring-gai Hospital (items 3.1 and 3.2)
Dr Wade Steadman	Clinical Lead Voluntary Assisted Dying (item 3.3) (via MS teams)
Ms Julie Letts	Manager Voluntary Assisted Dying Care Navigator Service (item 3.3) (via MS teams)

Apologies:

Dr John Brereton	Chair MSEC NSLHD
Mr Lee Gregory	Executive Director Operations NSLHD
Dr Michelle Mulligan OAM	Board Member NSLHD

AGENDA ITEMS

Prior to the meeting, Board members attended a tour of Hornsby Ku-ring-gai Hospital.

No in-camera session was held.

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 warmly welcomed the new CE to his first meeting and wished him well for his appointment.

The Board Chair on behalf of the Board thanked Board member Andrew Goodsall whose term was ending this month for his strong, important, and multiple contributions to district governance over nearly ten years.

The Board Chair on behalf of the Board congratulated Tegan Mitchley on her substantive appointment as Board Secretariat.

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.

The Board Chair reminded Board members of the need for and importance of keeping the conflicts register maintained by the Board Secretariat complete and up to date.

2. Confirmation of Minutes

2.1. Minutes of meeting held 20 June 2023

Minutes of the meeting held 20 June 2023 were confirmed as a true and accurate record of the meeting.

3. Presentations

3.1. Patient Story Presentation – Hornsby Ku-ring-gai Hospital

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

The General Manager Hornsby Ku-ring-gai Hospital presented a patient story to the Board.

The Board commended the Hornsby Ku-ring-gai Paediatric Ward staff involved in the patient's care.

3.2. Hornsby Ku-ring-gai Hospital (HKH) Update

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

The General Manager Hornsby Ku-ring-gai Hospital provided an update on Hornsby Ku-ring-gai Hospital covering quality and safety improvements, the proposed simulation centre, financial performance and staff wellbeing initiatives. The very positive benefits for local patients delivered by the new dialysis unit and the new chemotherapy unit were noted. An update on the redevelopment was also provided. The Board commended the world leading work being done at HKH on Proactive Pressure Care in the ICU.

3.3. Voluntary Assisted Dying (VAD) Update

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

The VAD Clinical Lead and Manager VAD Care Navigator Service presented an update on preparations for the 'go live' date of 28 November 2023 for the state-wide service being hosted by the district. Key risks and mitigation strategies were

discussed. The Board was assured that preparations are on track. The Board noted that there would be a separate funding stream for VAD preparation and activity.

Action: VAD to become a verbal standing agenda item until the 'go live' date.

4. Ongoing Business/Action Items

4.1. Action List – June 2023

The action list was reviewed and updated accordingly.

4.2. NSLHD Board Honour Roll

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

4.3. Governing Body Attestation Statement 2022 – 2023

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

The Board **resolved** that the Board Chair be authorised to sign the Governing Body Attestation Statement 2022 – 2023.

5. Strategic Discussion

5.1. RNSH Campus Master Plan

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

The Board noted correspondence with the RNSH Medical Staff Council as well as the Master Plan Guiding Principles and the stakeholder map. The Board noted that the Frequently Asked Questions document would now be available on NSLHD Intranet.

Action: CE to provide a verbal update on the RNSH Campus Master Plan

5.2. Board Priorities for the Incoming CE

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

5.3. Use of consultants and conflicts of interest

The Board discussed the district's use of consultants and the identification and management of conflicts of interest.

5.4. Overview of Macquarie Hospital site

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

Action: CE to provide a verbal update on infrastructure and wayfinding at Macquarie Hospital at the August 2023 Board meeting.

Action: CE to discuss Macquarie Hospital site with Secretary NSW Health and provide a verbal update to the Board at the August 2023 meeting.

5.5. NSLHD Net-zero Target

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

Action: Director Population and Planetary Health to provide a referral note to the Board on the NSLHD net-zero target at the August 2023 meeting.

5.6. Aboriginal and Torres Strait Islander Staffing

The Board discussed Aboriginal and Torres Strait Islander staffing at NSLHD.

Action: CE to provide a verbal update on Aboriginal and Torres Strait Islander staffing and career progression at the August 2023 meeting.

5.7. NSLHD Board JMO Wellbeing Committee

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

Action: CE to provide a verbal response to the briefing note at the August 2023 meeting.

5.8. NSLHD Board and committee minutes

The Board Chair provided a verbal update on the extraction of Board and committee minutes for submission to the NSW Parliament Upper House Public Accountability and Works Committee. The Board Chair reminded Board members of the importance of minutes being a correct record.

6. Standing Business

6.1. Board Chair Report

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

- The Board attended a breakfast with the NSLHD Mental Health Drug and Alcohol directorate.
- The Board Chair recently engaged in correspondence with the Northcare Foundation.
- The Board Chair recently attended the launch of INSIGHT (UTS) and is in discussions with UTS for joint nursing PhD research scholarships.
- Preparations are underway for the joint NSLHD and SNHN Board meeting to be held in October 2023.
- The Board Chair will attend the RNSH Alumni Event on 27 July 2023
- The NSW Governor will visit AYAH on 20 July 2023.
- Minister for Health and Regional Health will visit the new BreastScreen NSW Clinic at North Ryde on 31 July 2023.

The Board **resolved** to appoint The Hon. Patricia Forsythe AM as member of the NSLHD Finance Risk and Performance Committee and as an observer on the Board Audit and Risk Committee.

6.2. Chief Executive Report June 2023

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

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

- The CE noted the warm welcome received by district staff in his commencement this week
- The CE acknowledged Mr Lee Gregory for his leadership as Acting CE
- In his first 100 days, the CE is focused on listening and learning, key milestones and core priorities.

The CE had visited the RNSH Social Work department on first day. The CE's first leadership role was in this department at RNSH in 1994. The department's commitment to patient care and passion for innovation was noted.

6.3. Finance Risk and Performance Report

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

The Board congratulated the Director Finance and Corporate Services and her team for the excellent financial result for the financial year just ended.

The Board discussed the potential implications of a tight budget on staff morale and the People Matters survey.

The Board agreed that a budget roadshow was not warranted at this time.

Action: Director Finance and Corporate Services to circulate out of session to the Board the presentation given to FRAP earlier in the week on the Interim Service Agreement 2023/24 and to provide a further update at the August 2023 Board meeting.

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)

The Committee Chair noted. Planning is underway for the inaugural NSLHD Quality and Safety Consumer Forum to be held in late 2023.

Health Care Quality Committee (HCQC)

No further update provided.

Research Innovation Technology (RIT) Committee

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.

Planetary Health Committee

No further update provided.

NSLHD Digital Health Steering Committee

No further update provided.

6.5. NSW LHD Selected Performance Indicators – May 2023

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

6.6. Communications Calendar

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

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

7.1. Board Audit and Risk Committee (BARC)

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

7.2. Finance Risk and Performance Committee (FRAP)

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

7.3. Consumer Committee

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

7.3.1. Consumer Committee STRA2P Report

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

7.4. Health Care Quality Committee (HCQC)

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

7.4.1. HCQC STRA2P

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

7.5. Research Innovation and Technology (RIT) Committee

Not available.

7.6. JMO Wellbeing Board Committee

Covered under 5.7.

7.7. Clinical and Quality Council

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

7.8. Medical Staff Executive Council (MSEC)

Not available.

7.9. Planetary Health Committee

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

7.10. NSLHD Digital Health Steering Committee

Not available.

8. Additional Reading Material

8.1. Letter to Hunter New England Local Health District

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

8.2. Kolling Institute Year in Review 2022

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

8.3. HeSANDA Expansion Project

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

9. Other Business

9.1. Annual Public Meeting

Action: CE to provide a verbal update on planning for the Annual Public Meeting at the August 2023 meeting.

9.2. End of Financial Year

The Board will host an end of financial year gathering in August to thank the NSLHD Executive and Finance team for their efforts in achieving excellent financial results for FY 2022/23.

9.3. Board Paper Usage

The Board discussed paper usage for meeting papers. The Board Secretariat will explore options for alternate methods for Board members to access meeting papers.

9.4. Annual Board Performance Assessment

The Board discussed the annual Board Performance Assessment for 2023 and agreed that the assessment should be completed internally this year.

10. Date, Time & Venue for Next Meeting

Tuesday 15 August 2023, commencing at 4:00pm, Garrigarrang, Level 14 Kolling Building or via MS Teams.

Meeting Closed: 7:00pm

CERTIFIED A CORRECT RECORD

Trevor Danos AM, Chair

15 August 2023