

## NSLHD Board

### MEETING DETAILS

**Date:** Tuesday 20 June 2023 commencing 4:00pm

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

**Present:**

Mr Trevor Danos AM	Board Chair NSLHD
Professor Emerita Mary Chiarella AM	Deputy Board Chair NSLHD (via MS Teams)
Mr Adam Johnston	Board Member NSLHD
Mr Andrew Goodsall	Board Member NSLHD (via MS Teams)
Mr Brad Goodwin	Board Member NSLHD
Mr Chris Greatrex	Board Member NSLHD
Dr Donna Lynch	Board Member NSLHD
Ms Kimberley Reynolds	Board Member NSLHD (via MS Teams)
Dr Michelle Mulligan OAM	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:**

Mr Lee Gregory	A/Chief Executive, NSLHD (A/CE)
Ms Heather Gough	A/Executive Director Operations, NSLHD
Ms Jacquie Ferguson	Director Finance and Corporate Services, NSLHD
Ms Tegan Mitchley	A/Board Secretariat, NSLHD
Mr Simon Radmore	A/Manager Strategic Operations, NSLHD (item 3.1)
Mr Peter Shine	Director Aboriginal and Torres Strait Islander Health Service, NSLHD (item 3.2) (via MS Teams)
Ms Allana Thompson	Director Campus Strategy, NSLHD (item 3.3)
Ms Paula Willisroft	Director People and Culture, NSLHD (item 3.4)
Ms Xanthe Easterbrook	Director Health Safety and Wellbeing, NSLHD (item 3.4)
Mr Angus Rennie	Manager, Work Health and Safety NSLHD (item 3.4)

**Apologies:**

Dr John Brereton	Chair MSEC, NSLHD
Ms Karen Filocamo	Board Member NSLHD

### AGENDA ITEMS

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.

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

Attendance and apologies were noted.

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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 May 2023

Minutes of the meeting held 16 May 2023 were confirmed as a true and accurate record of the meeting.

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## 3. Presentations

### 3.1. RNS Campus Master Plan

The A/Manager Strategic Operations NSLHD provided a verbal update on the development of the 2023 RNS Campus Master Plan.

It was noted that NSLHD, in conjunction with Health Infrastructure, have engaged an external consultant to undertake a review of the 2012 RNSH Master Plan and develop the 2023 RNS Campus Master Plan to inform the long-term strategic direction and planning for the campus. The Master Plan will be developed in conjunction with a set of principles and assumptions and will look to a forty year horizon.

NSLHD are engaging key RNSH stakeholders in the process. This will include health consumers, university partners and industry partners.

The Board noted the importance of alignment with the NSLHD 2022-2027 Strategic Plan, the St Leonards Health, Research and Education Precinct Plan, the RNSH Clinical Services Plan that is being finalised and the work being done on sustainability and planetary health. The Board also noted the importance of future proofing the RNSH campus.

The final Master Plan will be endorsed by the NSLHD Board around September 2023.

**Action:** The Terms of Reference of the RNS Campus Master Plan Advisory Group to be circulated to the Board.

### 3.2. Aboriginal and Torres Strait Islander Health Service

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

The Director Aboriginal and Torres Strait Islander Health Service NSLHD presented to the Board providing an update on the service.

Due to increasing activity, the Bungee Bidgel Aboriginal Health Clinic is expanding to establish a diabetes service and a visiting psychiatrist in partnership with Macquarie University. Bungee Bidgel is a key NSLHD service that provides training and education for doctors in Aboriginal and Torres Strait Islander Health.

The NSLHD workforce consist of 70+ staff members who identify as Aboriginal and/or Torres Strait Islander. It was noted that NSLHD are successful in providing career pathways for Aboriginal and Torres Strait Islander identifying staff, and further strategies are in development.

**Action:** A/CE to provide a verbal update on strategies underway to meet the 3% target for Aboriginal and Torres Strait Islander staff numbers.

### 3.3. Community Health Centres

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

The Director Campus Strategy NSLHD presented to the Board on NSLHD Community Health Centres.

NSLHD own over 200 properties including buildings, hospital sites, Community Health Centres and supported accommodation homes.

The Board was briefed on the plans for NSLHD's low-scoring sites (infrastructure and functionality).

The Board noted the importance of the A/CE engaging with local mayors.

**Action:** A further presentation to be scheduled in around 12 months.

**Action:** The quarterly Risk Report from the CRO to contain additional detail on low-scoring sites (infrastructure and functionality) as part of the reporting on Strategic Assets.

### 3.4. People and Culture Quarterly Update

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

The Director People and Culture NSLHD, Director Health Safety and Wellbeing NSLHD and Manager Work Health and Safety NSLHD presented to the Board on management and prevention of psychological and physical aggression, violence and injury covering:

- Physical incident data reporting
- Violence prevention and management training for NSLHD staff
- Injury Management
- Violence Aggression and Psychosocial Risk Taskforce
- Strengthening security across NSLHD
- Roll out of duress alarms

NSLHD is currently developing a Psychosocial Risk Framework to support the implementation of the Safework NSW *Code of Practice for Managing psychosocial hazards at work*. The framework is expected to be released by the end of 2023.

The NSLHD Health, Safety & Wellbeing Governance Steering Committee is being established to enhance monitoring, review and evaluation of the Safety Management System implementation and effectiveness.

**Action:** Board to receive the minutes from the NSLHD Health, Safety & Wellbeing Governance Steering Committee.

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## 4. Patient Story

### 4.1. Hornsby Ku-ring-gai Hospital Patient Story

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

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## 5. Ongoing Business/Action Items

### 5.1. Action List – May 2023

The action list was reviewed and updated accordingly.

### 5.2. Psychological Support for Staff – Voluntary Assisted Dying (VAD)

The A/CE provided a verbal update to the Board on psychological support for staff regarding VAD.

Staff will continue to be supported by the VAD implementation team via regular debriefing sessions. The VAD implementation team has consulted with the Employee Assistance Program (EAP) who will continue to provide support and counselling to staff. External psychology support will also be available to staff involved in the initiative.

### 5.3. Risk Report

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

**Action:** A/CE to provide clarification to the Board on the proposed risk management attestation wording in relation to risk appetite and risk tolerance statements.

### 5.4. Short Notice Accreditation

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

The Board noted the high level of preparedness of NSLHD for the transition to mandatory short notice assessments.

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## 6. Voluntary Assisted Dying Verbal Update

Covered in 5.2.

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## 7. Standing Business

### 7.1. Board Chair Report

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

- The Board Chair acknowledged the tragedy of the Cessnock bus accident and expressed condolences to the families affected. The Board Chair acknowledged with deep sadness the passing of Dr Rebecca Mullen of Hunter New England Local Health District.
- Board Chair recently attended the opening of the Mona Vale Hospital Accreditation.
- The Board Chair attended the NSLHD RNS Campus Master Plan Advisory Group meeting in June.
- The Board recently held a breakfast with the NSLHD Performance and Analytics Team.

- The Board Chair attended the Advancing Women in Medical Leadership Conference on 19 May 2023.
- Very positive discussions around the NSLHD/UTS partnership continue.
- The Board Chair recently attended PARVAN training.
- The NSW Minister for Health and Medical Research visited the Hornsby Kuring-gai Hospital dialysis unit.
- The inaugural RNSH Alumni Event for medical staff will be held in July 2023.
- The NSLHD Quality and Improvement Awards will be held on 29 June 2023.
- The NORTH Foundation Board recently toured the Manly AYAH.
- The Board Chair noted the current review of NSW Government contracts and procurement processes for consultants.
- The A/CE will be on leave in July 2023, with Mark Zacka Acting as Chief Executive prior to A/Prof Anthony Schembri's commencement as Chief Executive on 17 July 2023
- The Director Strategic Operations NSLHD, Lavena Ramdutt has accepted a secondment to the Ministry of Health for two years.
- The annual joint board meeting with the Sydney North Primary Health Network is being planned for October.
- The Board Chair acknowledged the NSLHD 2023 King's Birthday Honours recipients:
  - Prof Michael Tonkin AM
  - Dr Gregory Crosland AO
  - Dr Brett O'Donnell OAM

## 7.2. Chief Executive Report June 2023

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

The A/CE provided a verbal update with the following highlights:

- Issues in operational and patient flow performance are expected to increase due to increases in COVID and Flu in the community. Despite this, NSLHD is continuing to perform well.
- NSLHD had its performance meeting with the Ministry of Health on 29 May. NSLHD continues to remain on Performance Level 0.
- An acknowledgement event for the Integrated Booking Unit team will be held in July to thank colleagues for their support and assistance in managing surgery waitlists.
- Discussions are underway regarding improving RNSH retail spaces.
- The Inaugural St Leonards Precinct Executive Council meeting was held on 6 June 2023.
- NSLHD is continuing the social prescribing pilot in collaboration with the Primary Health Network.
- NSLHD is currently exploring real-time data on patient deterioration via a pilot project.
- Recruitment to the Director Performance Analytics is in the final stages.
- NSLHD are looking into the implementation of the Gratitude Project – patients and staff can scan a QR Code and send an instant thank-you to a specific staff member.
- The NSW Health People Matter Employee Survey will commence in August 2023.
- The Patient Safety Culture survey is currently open for NSLHD Staff and aims to identify areas for improvement in patient safety.

The A/CE thanked the Board for their support during his time as Acting Chief Executive NSLHD. He also acknowledged the support of the NSLHD Executive team during this period.

### 7.3. Finance Risk and Performance Report

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

### 7.4. Committee Updates

Board Audit and Risk Committee (BARC)

No further update provided.

Finance, Risk and Performance Committee (FRAP)

The General Manager Virtual Care Service presented to the Committee.

Consumer Committee (CC)

No further update provided.

Health Care Quality Committee (HCQC)

The Committee Chair provided a verbal update.

The Clinical Governance Unit is running Safety and Quality programs across NSLHD at fundamental, intermediate and adept levels.

NSLHD is piloting the Comprehensive Care project to improve patient outcomes related to falls and pressure injuries.

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.

### 7.5. NSW LHD Selected Performance Indicators – April 2023

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

### 7.6. Communications Calendar

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

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

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

Not available.

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

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

### 8.3. Consumer Committee

Not available.

#### 8.3.1. Consumer Committee STRA2P Report

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

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

Not available.

#### 8.4.1. HCQC STRA2P

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

#### 8.4.2. HCQC Risk Referral Note

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

### 8.5. JMO Wellbeing Board Committee

Not available.

### 8.6. Clinical and Quality Council

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

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

Not available.

### 8.8. NSLHD Research Advisory Committee

Not available.

### 8.9. Planetary Health Committee

Not available.

### 8.10. NSLHD Digital Health Steering Committee

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

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## 9. Additional Reading Material

### 9.1. Mixed Gender Accommodation

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

**Action:** A/CE to provide a verbal update to the Board on data related to mixed gender accommodation at NSLHD hospitals and facilities.

### 9.2. National Regulations for AI in Health Care

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

# Minutes

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## 10. Other Business

### 10.1. Lee Gregory as Interim Chief Executive NSLHD

The Board Chair thanked Lee for his excellent work and strong leadership during his appointment as Interim Chief Executive NSLHD.

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

18 July 2023, commencing at 4:00pm, Hornsby Ku-ring-gai Hospital or via MS Teams.

**Meeting Closed:** 7:03pm

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## CERTIFIED A CORRECT RECORD

**Trevor Danos AM, Chair**

Tuesday 18 July 2023