

NSLHD Board

MEETING DETAILS

Date: Tuesday 19 November 2019 commencing 4:15pm

Venue: Boardroom, Executive Unit, Lvl 5 Douglas Building RNSH

Present:

Mr Trevor Danos AM	Board Chair
Adjunct A/Professor Annette Schmiede	Deputy Board Chair
Dr Dianne Ball	Board Member
Prof Mary Chiarella AM	Board Member
Ms Karen Filocamo	Board Member
Mr Andrew Goodsall	Board Member
Mr Brad Goodwin	Board Member
Mr Anthony Hollis	Board Member
Dr Donna Lynch	Board Member
Mr Don Marples	Board Member
Dr Michelle Mulligan	Board Member
Mr Keith Skinner	Board Member

In attendance:

Dr Bruce Cooper	Chair Medical Staff Executive Council, NSLHD
Mr Anthony Dombkins	A/Executive Director Operations, NSLHD
Ms Jacqueline Ferguson	Director Finance & Corporate Services, NSLHD
Ms Deb Willcox	Chief Executive, NSLHD (CE)
Ms Bonnie Yates	Secretariat

BOARD MEETING DETAILS – commencing at 4:15pm

The Board held an initial 15 minute in camera session.

The Board Chair welcomed the Board members and attendees to the meeting.

1. Presentations

1.1 Board, Audit & Risk Committee Annual report

Mr Brian Blood, Chair Board Audit & Risk Committee NSLHD provided an update on annual activities of the NSLHD Board, Audit & Risk Committee (BARC). Key matters included:

- Improvement in governance, risk management and control systems.
- Meetings with Senior Management on a rotational basis to discuss risk registers.

- NSLHD continues to make good progress in addressing the findings and recommendations of internal and external auditors.
- Adequacy of resourcing of Internal Audit unit.
- Internal Audit reports progressed by the Performance Support Unit.
- The BARC Chair separately met with the Chief Risk Officer to discuss preferred reporting requirements.
- The BARC Chair now regularly meets with the CE to understand ongoing activities, challenges and issues.
- The BARC Chair will have periodic meetings with the Chairs of the FRAP and HCQC.
- The BARC Chair attended the NSW Health ARC Chair Community of Practice Forum on 16 October

Action: Director Internal Audit to identify case studies for the CE to share with the Board of learnings and opportunities from the audit process.

1.2 People and Culture in NSLHD

The Director People and Culture was accompanied by the General Manager RNSH and Clinical Director Division Medicine. The Board was updated on current NSLHD initiatives including Speaking Up For Safety (SUFS), the Diversity Inclusion and Belonging Council and Prevention and Management of Aggression in the workplace. The Board was also updated on recent Work, Health and Safety developments and initiatives. The Board received a copy of the Health and Wellbeing Plan 2019-2021. Key highlights included:

Speaking Up For Safety

- 1500+ staff trained in SUFS at RNSH.
- Progression on phase 2 which includes an online reporting tool.
- Encouragement of peer to peer conversations prior to formal escalation.

Diversity, Inclusion and Belonging Council

- Inaugural meeting of Diversity, Inclusion and Belonging Council 19 November.
- Development of a diversity, inclusion and belonging strategy for NSLHD.
- Supporting the Male Champions of Change Health Group.
- Committees to support particular groups of diversity, inclusion and belonging at NSLHD.

Prevention and management of aggression

- State and LHD level policies.
- New initiatives to improve outcomes for staff.
- Initiatives to target both physical and psychological aggression and violence.
- Identification of a quick escalation point and Senior Roles to de-escalate aggressive events.

Domestic and Family Violence

- State and NSLHD policies.

2. Patient Story

The patient story from the Maternity Ward Hornsby Ku-ring-gai Hospital was **noted** and taken as read.

3. Attendance / Apologies / Quorum / Conflict of Interest

Attendance and apologies were **noted**.

The Board Chair requested all attendees to declare any conflicts of interest at this meeting. There were no conflicts of interest declared.

The Board noted the resignation of Board members Dr Harry Nespolon and Dr Dianne Ball. The Board acknowledged and thanked the members for their contribution to NSLHD during their respective terms.

4. Confirmation of Minutes

Minutes of the meeting held 22 October 2019 were confirmed as a true and accurate record of the meeting.

5. Ongoing Business/Action Items

5.1 Action list – November 20019

The Board **noted** the Action List.

5.2 Telehealth in NSLHD

The paper was **noted** and taken as read. Feedback on the progress of telehealth services in NSLHD was positive.

5.3 Health Safety & Wellbeing in NSLHD

The paper was **noted** and taken as read.

Action: CE to update the Board on the frequency rate and number of reportable incidents that relate to hours of lost work resulting from a physical and psychological injury – due December 2019

Action: CE to provide an update on contract management in the context of health and safety – due December 2019

6. Strategic Matters

6.1 Memo: JMO Wellbeing

The memo was **noted** and taken as read.

6.2 Letter from Deputy Secretary, Finance and Asset Management and Chief Financial Officer, NSW Health

The letter was **noted** and taken as read.

6.3 NSLHD Safety and Quality Account 2019

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

6.4 Upcoming Board Evaluation

The paper was **noted** and taken as read. An externally facilitated review of the NSLHD Board will occur on 17 December 2019.

6.5 Sustainability at RNSH

The paper was **noted** and taken as read.

Action: CE to update the Board on NSLHD sustainability opportunities in March 2020.

7. Standing Business

Board Reporting

7.1 Board Chair Report

The Board Chair gave an update on key matters including:

- The CE & Board Chair attended the inaugural meeting of the NSLHD Diversity, Inclusion and Belonging Council.
- The CE & Board Chair attended the NSLHD Nursing and Midwifery Person Centred Care Showcase on 13 November.
- The CE & Board Chair continue to explore opportunities regarding the RNSH Campus.
- The Board joined the NSLHD Performance Analytics & Business Intelligence Unit for breakfast on 14 November. The Board site walk arounds and breakfasts will continue in 2020.
- The NSLHD Annual Public Meeting will be held on 22 November.

7.2 Sub Committee Update – FRAP, HCQC, CC, JMO Board Wellbeing

FRAP: Adj A/Prof Annette Schmiede, Chair FRAP, discussed the November 2019 FRAP meeting and the October 2019 Flash report. NSLHD remains on Performance Level 0. NSLHD is performing well with current roadmaps. Amendments to single room rates commenced on 1 September.

HCQC: Deferred to next Board meeting. Next scheduled HCQC meeting to occur on 10 December 2019.

CC: Dr Dianne Ball, Chair Consumer Committee provided an update on the meeting held 19 November. The newly appointed Director CGU will collaborate with NSLHD Executives to establish priorities of patient experience related committees and identify objectives for 2020. A combined CC and HCQC meeting will occur in mid-2020. Dr Ball has resigned from the position as Chair of the committee and Ms Karen Filocamo, NSLHD Board member, has been appointed to take place as Chair.

JMO Board Wellbeing Committee: The committee are holding a JMO Wellbeing event in mid-January. Mr Brad Goodwin, NSLHD Board Member, has been appointed as a member of the JMO Board Wellbeing Committee.

MSEC: The MSEC met on 18 November. Dr Bruce Cooper was reappointed as Chair MSEC for a further 3 years. A discussion was held regarding the recruitment of psychiatry trainees.

District Reporting

7.3 Chief Executive Report

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

The CE updated the Board on a pilot traffic study that will occur at the RNSH campus which aims to monitor traffic movement and increase the safety of pedestrians.

7.4 Finance, Risk and Performance Report – October 2019

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

7.5 NSW LHD Selected Performance Indicators

Nil.

8. NSLHD Committee Reports (*taken as read*)

8.1 Board Audit & Risk Committee (BARC)

The minutes were **noted** and taken as read.

8.2 Clinical Council

The minutes were **noted** and taken as read.

The Board noted the resignation of Dr Stephen Nolan from NSLHD. The Board acknowledged and thanked Dr Nolan for his contribution to NSLHD as Co-Chair of Clinical Council and Clinical Network Director Cardiothoracic & Vascular Health.

8.3 Consumer Committee

Nil.

8.4 Finance, Risk & Performance (FRAP) Committee

The minutes were **noted** and taken as read.

8.5 Health Care Quality Committee (HCQC)

The minutes were **noted** and taken as read.

8.6 Medical Staff Executive Council (MSEC)

Nil.

9. Additional Reading Material

9.1 Business Council of Australia: Australia's Infrastructure System

The paper **noted** and taken as read.

9.2 NSW Productivity Commission: Kickstarting the productivity conversation

The paper **noted** and taken as read.

9.3 NSLHD Gender Equality – Leadership Shadow Workshop

The paper **noted** and taken as read.

10. Other Business

10.1 NSLHD Clinical Council Co-Chair Nominations

The Board considered nominations to appoint a new Co-Chair of the NSLHD Clinical Council. The Board resolved that Prof Sue Kurrle will be appointed as Co-Chair for a period of 3 years from 19 November 2019.

11. Date, Time & Venue for Next Meeting

Tuesday, 17 December 2019, commencing at 4.15pm, Boardroom, Douglas Building
RNSH

Meeting Closed: 7.12pm

CERTIFIED A CORRECT RECORD

**By Mr Trevor Danos AM, Chair
On 17 December 2019**