

NSLHD Board

MEETING DETAILS

Date: Tuesday 18 December 2018 commencing 4:30pm

Venue: Boardroom, Executive Unit, Douglas Building, RNSH

Present:

Mr Trevor Danos AM	Board Chair
Adjunct A/Professor Annette Schmiede	Deputy Board Chair
Adjunct Professor Ann Brassil	Board Member
Professor Mary Chiarella	Board Member
Mr Andrew Goodsall	Board Member - via teleconference
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
Dr Harry Nespolon	Board Member - via teleconference
Mr Keith Skinner	Board Member

In attendance:

Ms Deb Willcox	Chief Executive, NSLHD
Ms Jacqueline Ferguson	Director Finance, NSLHD
Ms Bonnie Yates	Secretariat

Apologies:

Dr Dianne Ball	Board Member
Dr Bruce Cooper	Chair, Medical Staff Executive Council
Ms Elizabeth Wood	A/Executive Director Operations, NSLHD

BOARD MEETING DETAILS – commencing at 4:30pm

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

1. Presentations

1.1 Clinical Network: Acute & Critical Care

The Board welcomed Dr Peter Roberts, NSLHD Clinical Network Director. The presentation was **noted** and taken as read. Dr Roberts provided an overview of the Clinical Network and the services provided to the District, as well as identifying key challenges and opportunities.

1.2 BARC update

The Board welcomed Mr John Hunter, Chair Board Audit and Risk Committee (BARC) and Ms Sally Bond, Director Financial Audit, Audit Office of NSW. The auditing for 2018 was positive overall. The 2018/19 engagement letter highlights

two key repeat issues: excess annual leave and approval of time sheets. Valuation processes are a current focus of the Audit Office of NSW. Capital expenditure for the Hornsby Ku-ring-gai Hospital redevelopment is ongoing and will be monitored. New accounting standards will take effect in July 2019. Director Audit NSW is implementing the approved audit plan for 2018/19. The Board noted the imminent retirement of Mr John Hunter as Chair of BARC in February 2019 and acknowledged and thanked him for his leadership, commitment and positive contribution over many years.

1.3 ICT Strategic Plan

The Board welcomed Mr Simon Hill, Director ICT. The Director highlighted the key achievements of ICT for 2018 including the rollout of Electronic Medication Management (eMeds) and the ICU eMR (eRIC), Wi-Fi enhancements, implementation of Phase 1 of Oncology Management Information System (OMIS) and commencement of the redesign of the NSWLHD website.

2. Patient story – Department of Paediatric Diabetes and Endocrinology

The referral prepared by Department of Paediatric Diabetes and Endocrinology 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.

4. Confirmation of Minutes

Minutes of the meeting held 20 November 2018 were confirmed as a true and accurate record of the meeting.

5. Standing Business

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

FRAP provided a verbal update. Remaining sub committee updates deferred to meeting 19 February 2019.

5.2 Board Chair Report

Matters discussed:

- Council of Board Chairs meeting
- Board 2019 meeting and attendance dates have been scheduled
- Ryde Hospital capital redevelopment
- Official opening of the new Hornsby Ku-ring-gai Hospital car park and the subsidised parking fee period
- 2019 sustainability plan for RNSH precinct
- Meeting with Deloitte in January 2019 to explore development of a Northern Sydney health precinct/hub

- Positive feedback from the Annual Public Meeting
- Board Chair attended HETI graduation ceremony
- Male Champions of Change program in health and addressing issues in bullying and culture

5.3 Chief Executive Report

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

5.3.1 Update Strategic Plan KPI's

Deferred to meeting 19 February 2019.

5.4 Finance, Risk and Performance Report

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

5.5 Facility Report

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

5.6 NSLHD Safety & Quality Account 2017/18

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

5.7 BHI Survey Results

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

5.8 Assessment and Subsequent Management of Serious Incidents Correspondence

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

5.9 Governance Institute of Australia – Short Courses & Certificates Guide

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

5.10 Letter from Minister Hazzard – PMES Bullying Results

The paper was **noted** and taken as read. The Board endorsed the draft letter in response to the Health Minister's correspondence regarding the People Matter Employee Survey (PMES) results.

5.11 Council of Board Chairs Forum

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

5.12 NSW MoH: Tuning Governance & Accountability Program

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

6. Ongoing Business (in conjunction with Action List)

The Board **noted** the Action List.

The Board considered a written complaint against the Board Chair, the CE and others that had been received by a number of Board members. The Board Chair and the CE, together with other non-Board attendees, left the meeting whilst this matter was discussed. The Board discussed and agreed the overall approach to responding to the complaint and delegated final approval of the response to the complainant (to be sent via the CE on behalf of the Board) to the Deputy Board Chair and Mr Anthony Hollis.

7. New Business

- 7.1 **WHS and Due Diligence training – 19 March Board Meeting, 1 hour**
Deferred to meeting 19 February 2019.
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8. NSLHD Committee Reports *(taken as read)*

- 8.1 **Board Audit & Risk Committee (BARC)**
Nil.

- 8.2 **NSLHD Clinical Council**
Nil.

- 8.3 **Consumer Committee**
The minutes were **noted** and taken as read.

- 8.3.1 **NSLHD Complaints Analysis**
The report was **noted** and taken as read.

- 8.4 **Finance, Risk & Performance (FRAP) Committee**
The minutes were **noted** and taken as read.

- 8.5 **Health Care Quality Committee (HCQC)**
Nil.

- 8.6 **Medical Staff Executive Council (MSEC)**
The minutes were **noted** and taken as read.
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9 Date, Time & Venue for Next Meeting

Tuesday, 19 February, commencing at 4.30pm, Northern Beaches Hospital.

Meeting Closed: 7.44 pm

CERTIFIED A CORRECT RECORD

Mr Trevor Danos AM, Chair
On 19 February 2019