

NSLHD Board

MEETING DETAILS

Date: Tuesday 21 September 2021 commencing 4:15pm

Venue: MS Teams and NSLHD Boardroom, Level 14 Kolling Building RNSH.

Present:

Mr Trevor Danos AM	Board Chair (present, in person)
Professor Mary Chiarella AM	Deputy Board Chair
Mr Andrew Goodsall	Board Member
Mr Anthony Hollis	Board Member
Mr Brad Goodwin	Board Member
Dr Donna Lynch	Board Member
Ms Karen Filocamo	Board Member
Mr Keith Skinner	Board Member
Ms Kimberley Reynolds	Board Member
Dr Michelle Mulligan	Board Member
Dr Stephanie Teoh	Board Member

In attendance:

Ms Deb Willcox	Chief Executive, NSLHD (present, in person)
Dr Bruce Cooper	Chair MSEC, NSLHD
Mr Lee Gregory	A/Executive Director Operations, NSLHD (present, in person)
Mr John Barnard-Richardson	A/Director Finance and Corporate Services, NSLHD (present, in person)
Ms Brooke Barnett	Board Secretariat (present, in person)
Ms Nicole Ikenberg	Chief Risk Officer, NSLHD (item 4.0)
Ms Paula Williscroft	Director People and Culture NSLHD (item 5.0) (present, in person)
Mr Adam Quested	Deputy Director People and Culture NSLHD (item 5.0) (present, in person)

Apologies:

Nil.

AGENDA ITEMS

The Board held an initial 15 minute in-camera session.

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

1. Attendance / Apologies / Conflict of Interest

Attendance was **noted**; there were no apologies.

The Board Chair asked those present to declare any additional or new conflicts of interest. None was declared.

2. Matters for Ratification

2.1. Minutes of meeting held 20 July 2021 approved by email on 20 August 2021

Minutes of the meeting held 20 July 2021 were **ratified** as a true and accurate record of the meeting.

2.2. Revised Service Agreement 2021-2022 – approved by email on 14 August 2021

This item was **ratified** by the Board.

Action: The Chief Executive (CE) to provide further guidance on section 5 of the Agreement (pages 41-45 of the September Board Pack dealing with State Outcome Budgeting) and a budget roadshow presentation at the November 2021 meeting.

2.3. 2020/21 Corporate Governance Statement – approved by email on 14 August 2021

This item was **ratified** by the Board.

2.4. NSLHD Governing Body Attestation Statement 2021 – approved by email on 14 August 2021

This item was **ratified** by the Board.

3. Patient Story

3.1. MVH Dialysis Patient Food Services

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

4. Quarterly Risk Report

The Chief Risk Officer (CRO), NSLHD provided an update to the Board.

The changes in the reporting since the last quarter have been largely dictated by COVID-19. The strategic risks were completely reviewed. The COVID-19 risks were reviewed in July and August 2021 by the Executive Risk Committee and the risk owners and updated to reflect the current and changing COVID-19 situation. A risk rating review exercise is to be undertaken in relation to the operational risks.

There was discussion regarding the cyber risk rating including as it applied to infrastructure and infrastructure controls, climate change risk, risks associated with workforce planning during and after COVID-19 and the rating of the drug and alcohol facilities in Herbert Street.

Action: CE to provide a document to the Board regarding the current and future strategies of the District in relation to climate change.

Action: CRO to include two cyber risks from the ICT directorate in the next report.

5. People and Culture Quarterly Update

5.1. Diversity, Inclusion and Belonging Update

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

The Director People and Culture (DPC), NSLHD, provided a verbal update. All employee networks have now been established. The LGBTQI+ network has started to roll out education and awareness sessions and are looking at linking with other network groups in the NSW Health sector.

5.2. Leadership and Talent Update

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

The DPC provided a verbal update to the Board. There are two mid-tier leadership programs underway and a new senior leadership program that has been launched recently. All programs are currently being conducted virtually.

5.3. Health, Safety and Wellbeing Update

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

The DPC provided a verbal update to the Board. This included an update on COVID-19 related staff matters. There is a Work Health and Safety audit being undertaken. A taskforce is being established to look at processes both inside and outside the District regarding physical assaults.

A new external EAP provider has been engaged. The reporting for EAP going forward will compare the results of both the internal and external EAP providers.

5.4. District Security Services Update

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

The DPC provided a verbal update. The District has been elevating the governance of security and providing additional support to the facilities. The position of District Security Services Manager has been created and recruited to.

This role will include setting up and strengthen the existing governance and reporting framework, ensuring the NSLHD response to the Peter Anderson report is thorough and progress is being captured, and the Security Improvement Audit Report is governed appropriately. A monthly Security Liaison Committee is being established to oversee the framework and audit policies that are required to be undertaken by the District.

The Board noted its appreciation to the DPC and her team for the ability to progress these important matters notwithstanding the pressures of COVID-19

Action: The District Security Services Manager to accompany the DPC to the next Board update in December 2021.

6. Ongoing Business/Action items

6.1. Action List – July 2021

The action list was reviewed and updated accordingly.

6.2. Key personnel and Counter Disaster Risk Plans

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

6.3. 2021 Board Strategy Day Clinical Network Directors CE Response

This item was **noted** and taken as read. The CE noted that the response would be shared with the Clinical Network Directors and would be updated with input from those Clinical Network Directors who were unable to attend the Strategy Day.

6.4. RNSH Pricing Project Review Recommendations

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

6.5. Herbert Street Drug and Alcohol risk rating review

The item was noted and taken as read.

Action: CRO to provide a report on the review of the risk rating of the Herbert Street Drug and Alcohol Clinic

7. Chief Executive update on COVID-19 activities

The CE provided a verbal update with the following highlights:

- The Ministry of Health (MoH) are providing reports on predicted requirements from the District. The District is able to meet all requirements.
- There have been many staff members redeployed to areas around the State. This includes to the Special Health Accommodation (SHA) and the vaccination hubs.
- There has been a change to the NSW Ambulance processes to enable an equitable distribution of COVID-19 patients.
- The Virtual Hospital has had staffing enhancements to support increase in community cases, to enhance capacity, and strengthen clinical governance.
- The District continues to partner with the private hospitals.
- Staff vaccination rates are at over 96% first dose and over 90% second dose.
- There are high community rates of vaccination in the District.
- 'Thank you' bags have been sent to frontline staff members working in ICU, ED and COVID wards, including those who have been redeployed elsewhere.

Dr Stephanie Teoh provided an update on COVID-19 matters from the perspective of the General Practitioners (GPs) network and community.

8. Update on Accreditation

The CE provided an update. The Accreditation assessment dates have been rescheduled to 2022.

9. Matters for Noting

9.1. RNSH Surgical Annual Reports

This item was **noted** and taken as read. The Board Chair noted he had written to Dr Hugh to congratulate him on the reports and the progress evidenced by them.

10. Strategic Discussion

Herbert Street Precinct

There was discussion regarding the Willoughby City Council's position for the proposed development of the Herbert Street Precinct.

The consultation process of the development has been significantly delayed due to COVID-19. The Council's position is expected to be one of many positions to be taken into account during public consultations.

11. Standing Business

11.1. Board Chair Report

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

- The joint NSLHD and Sydney North Health Network (SNHN) board meeting is scheduled for October 2021, this is likely to happen virtually.
- Planning is underway for the Annual Public Meeting in November 2021.
- The CE and the Board Chair met with Vice Chancellor Mark Scott AO and Professor Robyn Ward of Sydney University
- The Board Chair met with Dr Kate Charlesworth regarding Climate Change.
- The Board Chair is working with the DPC to arrange a session for Executives on domestic violence.

11.2. Chief Executive Report September 2021

The CE provided a verbal update with the following highlights:

- The District remains on performance level 0.
- The Director of Clinical Governance and Patient Experience has worked with the Clinical Excellence Commission (CEC) to develop a Real Time Patient Experience system. The trial is underway with good results so far.
- Work on collaborative commissioning is still underway. The District's work has been highly regarded by the MoH and will be used as an example in a paper to be published by the Health Secretary's office.
- The Director of Aboriginal Health, NSLHD, together with a Registered Nurse and two RNSH Intensive Care Unit Nurses have been redeployed to support the COVID-19 response in communities in the Far West Local Health District.

11.3. Finance Risk and Performance Report

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

The A/Director of Finance and Corporate Services (A/DoFCS) provided an update particularly in relation to the impact of the COVID-19 related costs. The Finance team is working with Internal Audit to ensure the allocation of COVID-19 costs is appropriate. The forecast for the year is not yet available.

Action: Deep dive into the NSLHD finances for the Board at the November 2021 meeting.

11.4. Committee Updates

Board Audit and Risk Committee (BARC)

No further update provided.

Finance, Risk and Performance Committee (FRAP)

The Chair of the FRAP Committee provided an update, including the recent presentations provided to the FRAP Committee on the Outpatients and the RNSH Budget Methodology.

Consumer Committee (CC)

The Chair of the Consumer Committee provided an update. There was intention to have a joint HCQC and Consumer Committee meeting, this has been postponed until 2022 due to COVID-19 restrictions. The Chair is attending a meeting of each of the local consumer committees.

Health Care Quality Committee (HCQC)

The Chair of the HCQC provided an update. The annual Safety and Quality Account will be presented to the next HCQC meeting. The presentation will include what improvements or amendments have been made since last year. The Board agreed that the Board Chair, and the Chairs of the HCQC and Consumer Committee may approve and sign off the Safety and Quality Account on behalf of the Board ahead of the next Board meeting.

JMO Board Wellbeing

No further update provided.

Clinical 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.

Health Education and Research Precinct

No further update provided.

11.5. NSW LHD Selected Performance Indicators – Not available

Not available.

11.6. Communications Calendar

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

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

12.1. Board Audit and Risk Committee (BARC)

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

12.2. Finance Risk and Performance Committee (FRAP)

Not available.

12.3. Consumer Committee

Not available.

12.3.1. Consumer Committee STRA2P Report

Not available.

12.4. Health Care Quality Committee (HCQC)

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

12.4.1. HCQC STRA2P

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

12.4.2. HCQC Safety and Quality Report

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

12.4.3. Falls and Falls Model of Care Implementation Slides

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

12.5. JMO Wellbeing Board Committee

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

12.6. Clinical Council

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

12.7. Medical Staff Executive Council (MSEC)

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

12.8. NSLHD Research Advisory Committee

Not available.

12.9. Planetary Health Committee

Not available.

12.10. Health Education and Research Precinct

Not available.

13. Additional Reading Material

13.1. The BMJ Editorial – *Call for emergency action to limit global temperature increases, restore biodiversity and protect health*

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

14. Other Business

Nil

Minutes

15. Date, Time & Venue for Next Meeting

Tuesday, 19 October 2021, commencing at 4:15pm, MS Teams.

Meeting Closed: 6:23pm

CERTIFIED A CORRECT RECORD

Trevor Danos AM, Chair

19 October 2021