

# Minutes

## NSLHD Board

### MEETING DETAILS

**Date:** Tuesday 15 August 2023 commencing 4:00pm

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

**Present:**

|                                     |                                   |
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| Mr Trevor Danos AM                  | Board Chair NSLHD                 |
| Professor Emerita Mary Chiarella AM | Deputy Board Chair NSLHD          |
| Mr Adam Johnston                    | Board Member NSLHD                |
| Mr Brad Goodwin                     | Board Member NSLHD                |
| Mr Chris Greatrex                   | Board Member NSLHD                |
| Dr Donna Lynch                      | Board Member NSLHD                |
| Ms Karen Filocamo                   | Board Member NSLHD                |
| Ms Kimberley Reynolds               | Board Member NSLHD                |
| 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 (via MS Teams) |

**In attendance:**

|                                       |   |
|---------------------------------------|---|
| Adjunct Professor Anthony Schembri AM | Chief Executive NSLHD (CE)  |
| Dr John Brereton                      | Chair MSEC NSLHD  |
| Ms Jacquie Ferguson                   | Director Finance and Corporate Services<br>NSLHD  |
| Ms Tegan Mitchley                     | Board Secretariat NSLHD   |
| Mr Simon Radmore                      | A/Manager Strategic Operations NSLHD (item<br>3.1)  |
| Ms Rebecca Wark                       | Chief Executive, Health Infrastructure NSW<br>(HI) (item 3.1)                                 |
| Ms Nicky Seaby                        | Director Precincts and Places, Health<br>Infrastructure NSW (HI) (item 3.1) (via MS<br>Teams) |
| Mr Rod Pindar                         | Partner, Fitzpatrick + Partners (item 3.1)  |
| Mr Benson Abrahams                    | Architect, Fitzpatrick + Partners (item 3.1)  |

**Apologies:**

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| Mr Lee Gregory | Executive Director Operations NSLHD |
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### AGENDA ITEMS

The Board Chair welcomed the Board members and attendees to the meeting and opened the meeting with an acknowledgement of country. There was no in-camera session.

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## 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.

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## 2. Confirmation of Minutes

### 2.1. Minutes of meeting held 18 July 2023

Minutes of the meeting held 18 July 2023 were confirmed as a true and accurate record of the meeting.

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## 3. Presentations

### 3.1. RNSH Campus Master Plan 2023

This item was **noted** and taken as read. The Master Plan Guiding Principles, the Frequently Asked Questions information sheet and the Stakeholder Map were **noted**.

The Board noted that a succession Vision Workshop had been held on Friday 4 August 2023.

Fitzpatrick + Partners accompanied by the Chief Executive HI, Director Precincts and Places HI, and A/Manager Strategic Operations NSLHD presented to the Board on the RNSH Campus Master Plan covering a summary of key themes highlighted throughout consultation sessions. The presentation highlighted:

- The intended 40-year nature of the master plan.
- The three key purposes of the masterplan: (a) enable sustainable and effective use of health property and assets, (b) support implementation of St Leonard's precinct vision, and (c) support partnership and engagement.
- The seven key considerations for achieving the mater plan: (a) future of clinical services, (b) precinct vision, (c) staging and financial viability, (d) place making and urban design, (e) sustainability and wellbeing, (f) designing with country, and (g) innovation and future trends.
- Consultation that has taken place to date and will be ongoing, together with feedback received to date.
- Master planning process and timeline.

The Board noted the need for the master plan to be completed and endorsed before the end of the year, the importance of population projections and for the master plan to address (in addition to the matters identified in the presentation): (a) health needs, (b) amenity, (c) connectivity, accessibility and transport, (d) key worker accommodation, (e) planetary health and sustainability, (f) continuity of care, (g) integrated care, (h) workforce of the future including sustainability and wellbeing, (i) integrated teaching and learning, (j) quaternary role of RNSH, (k) compartmentalisation of the campus, (l) green spaces, (m) partnerships, (n) role of other NSLHD hospitals and services.

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### 3.2. Interim Service Agreement FY 2023/24

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

The Director Finance and Corporate Services presented to the Board on the Interim Service Agreement for FY 2023/24 covering key budget pressures for NSLHD. Key challenges and risks for 2023/24 were identified and discussed.

The final Service Agreement is expected to be release in September 2023.

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## 4. Patient Story

### 4.1. Mental Health Drug and Alcohol

This item was **noted** and taken as read. The Board commended the creation and operation of the Police, Ambulance, Clinical, Early Response (PACER) service within the Northern Beaches Community Mental Health Service. The Board was supportive of greater community awareness of the PACER service.

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## 5. Ongoing Business/Action Items

### 5.1. Action List – July 2023

The action list was reviewed and updated accordingly.

### 5.2. Brookvale Community Health Centre

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

**Action:** CE to provide a further update on the Brookvale Community Health Centre at the November 2023 meeting.

### 5.3. Aboriginal and Torres Strait Islander Staffing and Career Progression

The CE provided a verbal update noting discussions are underway with the NSLHD People and Culture directorate, exploring strategies to increase Aboriginal and Torres Strait Islander staff at NSLHD and improve career development and support and career pathways.

**Action:** Director People and Culture to provide a referral note to the Board for the November 2023 meeting.

### 5.4. Mixed Gender Accommodation

The CE provided a verbal update noting that Ministry of Health policies are being applied, regular audits are conducted, and few complaints are received.

### 5.5. NSLHD Strategic and Operational Plans

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

**Action:** An updated paper to come to the Board at the March 2024 meeting.

### 5.6. Macquarie Hospital Site Infrastructure

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

The CE provided a verbal update on infrastructure at Macquarie Hospital. The CE is looking at ways to improve staff amenity. The CE will be meeting with the Secretary NSW Health. The CE will update the Board after that meeting.

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### 5.7. NSLHD Annual Public Meeting 2023

The CE provided a verbal update noting the NSLHD Annual Public Meeting 2023 will be held on Friday 8 December 2023.

### 5.8. NSLHD Net-Zero Target

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

The CE provided a verbal update on the NSLHD Net-Zero Emissions Roadmap. The CE spoke to the need to differentiate between those emissions that NSLHD controls directly and those that it can only influence. The CE confirmed that no action would be taken that would adversely impact on patient care.

The Board **endorsed** the recommendations contained in the referral note.

**Action:** Joint communiqué to be sent to NSLHD staff from the Board Chair and CE regarding the revised NSLHD Net-Zero target. Dr Donna Lynch to sign off on the wording of the communiqué.

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## 6. Voluntary Assisted Dying Update

The CE provided a verbal update on Voluntary Assisted Dying with recruitment continuing for key roles within the local implementation team.

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## 7. Matters for Decision/Approval

### 7.1. Critical Infrastructure Risk Management Program

The Critical Infrastructure Risk Management Program was **approved** by the Board, subject to including a statement that NSLHD would not be giving any attestations with respect to Northern Beaches Hospital. The Board noted that the Finance, Risk and Performance Committee and the Audit and Risk Committee would now be taking on oversight of ongoing compliance and future reporting/attestation.

**Action:** Chairs of the Finance, Risk and Performance Committee and the Audit and Risk Committee to be advised.

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## 8. Strategic Discussion

### 8.1. Chief Executive 120 Day Plan

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

**Action:** CE to provide an update on the 120 Day Plan at the February 2024 meeting.

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## 9. Standing Business

### 9.1. Board Chair Report

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

- Board Chair and CE attended the Manly AYAH Governor Visit on 20 July 2023. A new name is being considered for the AYAH. NSLHD is looking into securing a bus for resident transportation.
- The Board Chair met with the Secretary NSW Health.
- The Sydney North Health Network has announced its new Board Chair, Ros Knight.

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- The Board Chair attended a recent RNSH Grand Rounds on organ donation.
  - The Board Chair and CE attended the RNSH Medical Staff Alumni Event held on 27 July 2023 to recognise RNSH senior medical staff and welcome new appointments.
  - The Board Chair and CE will attend the Sydney Health Partners Board meeting to be held on 21 August 2023.
  - The NSW Health People Matter Employee Survey 2023 will commence in the coming weeks.
  - The Board Secretariat would be writing to Board members on the availability of digital Board papers.

## **9.2. Chief Executive Report August 2023**

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

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

- NSLHD remains on performance watch level 0.
- Transfer of Care KPIs have improved recently at Hornsby Ku-ring-gai Hospital.
- The NSLHD Patient Safety Culture Staff Survey was recently completed with high participation rates and positive results.
- NSW Health have established a select committee on Birth Trauma. NSLHD continues to support staff and patients through this inquiry.
- NSLHD is exploring potential expansion of the geriatric outreach service.
- The CE has established the NSLHD Youth Advisory Board, with 67 expressions of interest received from young NSLHD staff members.
- Work is underway to review tender options for the Ryde Hospital Redevelopment.
- A review of MDAAC governance is underway and will be reported to the Board.

The Board commended the CE for his videos and other communications to staff.

## **9.3. Finance Risk and Performance Report**

Not available – July is a non-reporting month.

## **9.4. Committee Updates**

Board Audit and Risk Committee (BARC)

No further update provided.

Finance, Risk and Performance Committee (FRAP)

No further update provided. The Committee Chair advised that a review is being undertaken of NGO contracts.

Consumer Committee (CC)

The Committee Chair provided a verbal update and noted the NSLHD Planetary Health Committee is seeking a consumer advisor to join.

Annette Penney, National Safety and Quality Accreditation Manager NSLHD presented to the Committee on the Short Notice Accreditation program which commenced 1 July 2023.

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Catherine Rosario, Clinical Reliability Improvement Facilitator NSLHD presented to the Committee on the draft NSLHD Safety and Quality Account 2022 – 2023 highlighting strong consumer engagement throughout the development of the document.

The NSLHD Safety and Quality Consumer Forum 2023 will be held on 4 October 2023.

Health Care Quality Committee (HCQC)

The Committee Chair provided a verbal update noting Adjunct Professor Michael Nicoll, Chief Executive Clinical Excellence Commission (CEC) presented to the Committee on the CEC vision for patient safety in NSW.

A/Prof Sarah Glastras, Senior Staff Specialist RNSH presented to the Committee on Hypoglycaemia.

Research Innovation Technology (RIT) Committee

The Committee Chair advised the next RIT Committee meeting will be held on Tuesday 22 August 2023 and an update will be provided to the Board at the September meeting.

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.

**9.5. NSW LHD Selected Performance Indicators – June 2023**

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

**9.6. Communications Calendar**

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

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**10. NSLHD Committee Minutes and Reports (taken as read)**

**10.1. Board Audit and Risk Committee (BARC)**

Not available.

**10.2. Finance Risk and Performance Committee (FRAP)**

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

**10.3. Consumer Committee (CC)**

Not available.

**10.3.1. Consumer Committee STRA2P Report**

Not available.

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#### **10.4. Health Care Quality Committee (HCQC)**

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

##### **10.4.1. HCQC STRA2P**

This item was **noted** and taken as read. The Committee Chair advised that current non-compliances with relevant metrics are being monitored and addressed and that the non-compliances are not as a result of resourcing issues.

##### **10.4.2. HCQC Safety and Quality Report**

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

##### **10.4.3. NSLHD Patient Safety Culture Survey Results**

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

**Action:** CE and Director Clinical Governance and Patient Experience to present on NSLHD Patient Safety Culture Staff Survey at the October 2023 Board meeting.

#### **10.5. Research Innovation and Technology (RIT) Committee**

Not available.

#### **10.6. JMO Wellbeing Board Committee**

Not available.

#### **10.7. Clinical and Quality Council**

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

#### **10.8. Medical Staff Executive Council (MSEC)**

Not available.

#### **10.9. Planetary Health Committee**

Not available.

#### **10.10. NSLHD Digital Health Steering Committee**

Not available.

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### **11. Additional Reading Materials**

#### **11.1. RNSH Alumni**

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

#### **11.2. NSLHD Youth Advisory Board**

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

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### **12. Other Business**

#### **12.1. NSLHD Corporate Governance Attestation Statement 2022-2023**

The Board **resolved** to delegate the NSLHD Corporate Governance Attestation Statement 2022 – 2023 to a committee of the Board Chair and the Committee Chairs of FRAP, HCQC and CC.

#### **12.2. Aboriginal and Torres Strait Islander Voice to Parliament**

The Board discussed the Aboriginal and Torres Strait Islander Voice to Parliament. The Board noted that NSLHD is committed to celebrating our

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Aboriginal and Torres Strait Islander staff and community. NSLHD values and respects a diversity of views but requires that they be communicated respectfully and in good faith. The Board will not tolerate and has a zero tolerance policy towards disrespectful conduct or any other forms of poor or inappropriate behaviour.

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**13. Date, Time & Venue for Next Meeting**

Tuesday 19 September 2023, commencing at 4:00pm, Macquarie Hospital or via MS Teams.

**Meeting Closed:** 7:06pm

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**CERTIFIED A CORRECT RECORD**

**Trevor Danos AM, Chair**

19 September 2023