

Minutes

NSLHD Board

MEETING DETAILS

Date: Tuesday 19 September 2023 commencing 4:00pm

Venue: Macquarie Hospital or via MS Teams

Present:

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 (via MS Teams)
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:

A/Prof Anthony Schembri AM	Chief Executive NSLHD (CE)
Ms Jacquie Ferguson	Director Finance and Corporate Services NSLHD
Mr Mark Zacka	A/Executive Director Operations NSLHD
Ms Tegan Mitchley	Board Secretariat NSLHD
Mr Simon Radmore	Director Office of the Chief Executive NSLHD (item 3.1)
Ms Nicky Seaby	Director Precincts and Places, Health Infrastructure NSW (item 3.1)
Mr Rod Pindar	Partner, Fitzpatrick + Partners (item 3.1)
Mr Benson Abrahams	Architect, Fitzpatrick + Partners (item 3.1) (via MS Teams)
Jane Woolgar	Senior Physiotherapist Aged Care & Rehabilitation, Mona Vale Hospital (item 3.2)
Ms Andrea Taylor	Director Mental Health Drug and Alcohol NSLHD (item 3.3)
Lyndall Sherwin	Clinical Rehabilitation Manager Mental Health Drug and Alcohol NSLHD (item 3.3)
Haylee Zink	Specialist Rehabilitation Clinician Mental Health Drug and Alcohol NSLHD (item 3.3)
Ms Paula Williscroft	Director People and Culture NSLHD (item 3.4)

Apologies:

Dr John Brereton	Chair MSEC NSLHD
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Minutes

AGENDA ITEMS

Prior to the meeting, Board member attended a tour of Lavender House at Macquarie Hospital.

There was no in-camera session.

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**.

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

2. Confirmation of Minutes

2.1. Minutes of meeting held 15 August 2023

Minutes of the meeting held 15 August 2023 were confirmed as a true and accurate record of the meeting.

3. Presentations

3.1. RNSH Campus Master Plan

Fitzpatrick + Partners presented on future clinical and non-clinical expansion options for the Royal North Shore Hospital (RNSH) campus.

The currently recommended option (known as Option 4) will utilise readily available Health land on the old RNSH site for future clinical expansion. Option 4 places clinical services at the centre of the precinct and maximises opportunities for connectivity, staff wellbeing and staff and patient amenity as well as engagement with RNSH partners.

Option 4 also reorients Westbourne Street as the main artery for vehicular traffic to and from the campus.

A series of town hall briefings will be held in early October 2023.

The RNSH Campus Master Plan will come to the Board for approval in late October 2023.

3.2. Patient Story Presentation – Mona Vale Hospital

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

Jane Woolgar, Senior Physiotherapist Aged Care & Rehabilitation, Mona Vale Hospital presented a patient story to the Board highlighting the importance of robust handover and transfer of care processes and the need for particular focus

Minutes

when a patient has an expectation of being telephoned (even with a negative result).

Action: CE to provide a verbal update on how changes to handover and transfer of care processes at the Urgent Care Centre have impacted patient care.

3.3. Mental Health Drug and Alcohol (MHDA) Service Update

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

Andrea Taylor, Director MHDA, Lyndall Sherwin, Clinical Rehabilitation Manager MHDA and Haylee Zink, Specialist Rehabilitation Clinician MHDA presented to the Board on the 'Let's Talk About Voices' initiative. The Board commended the development of the online toolkit and expressed its hope that the toolkit be the subject of coverage in the NSLHD Newsletter and that it be nominated for a Statewide award. The Board noted with pleasure that the genesis of the initiative was a successful presentation at The Pitch that had been funded by the CE.

3.4. People and Culture Quarterly Update

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

The Director People and Culture provided a quarterly update to the Board.

NSLHD has engaged a psychosocial risk subject matter expert to support the development of a Psychosocial Risk Management Framework to support the implementation of recommendations from a recent Psychosocial Health & Safety Infrastructure review.

The Board discussed the vaccination statistics, leadership development, diversity, union right of entry to the workplace and the People Matters survey.

The Board also discussed sexual harassment in the workplace.

Action: Board to receive a paper on the recently enacted positive duty imposed on employers to prevent and respond to sexual harassment in the workplace at the November 2023 meeting.

4. Ongoing Business/Action Items

4.1. Action List – August 2023

The action list was reviewed and updated accordingly.

4.2. Risk Report

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

Action: Board requested that the risk report and register be revised to include risks associated with (a) asset management (Macquarie Hospital, high risk community health sites, mental health infrastructure at Ryde and the Brookvale carpark), (b) financial sustainability in light of 2023/24 Service Agreement, (c) workforce morale in the context of budget cuts, and (d) e-waste.

Minutes

Action: Board requested further advice on the need for a NSLHD risk appetite statement.

4.3. NSLHD Board JMO Wellbeing Committee

The CE provided a verbal update following the NSLHD Board JMO Wellbeing Committee meeting in June 2023.

The Deputy Executive Director Medical Services NSLHD has developed an action plan to further investigate and address the identified priority areas. The action plan includes liaison with the Lismore Medical Administration Unit and local engagement with the People & Culture Directorate, Director of Legal NSLHD and Directors of Medical Services at all sites to investigate JMO-specific and broader approaches to the identified priority areas, ensuring JMO initiatives align and build upon existing approaches.

Action: Board to receive an update on the action plan in late 2023.

4.4. NSLHD Board RIT Committee

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

The Committee Chair provided a verbal update.

The NSLHD Board RIT Committee has met twice, in May and August 2023. A strong focus for the Committee has been mapping research activities across NSLHD, as well as musculoskeletal research and clinical trials.

The third NSLHD Board RIT Committee meeting is scheduled for November 2023 and will focus on data and analytics, the role, structure and governance of the Research directorate and showcasing of Kolling Research Fellows.

5. Voluntary Assisted Dying Update

The CE provided a verbal update on implementation of Voluntary Assisted Dying (VAD).

Recruitment across VAD is ongoing with 60-70 staff (includes part time) anticipated to commence by 28 November 2023 to meet service complexity and demand. Onboarding of all personnel will be finalised by mid-October 2023.

Action: CE Message to be sent to all staff on VAD preparations leading up to implementation from 28 November 2023.

6. Strategic Discussion

6.1. Internal Audit Plan 2023/24

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

6.2. NSW Health Time for Care Survey

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

Minutes

6.3. NSLHD Strategic Plan 2022 – 2027 Report Half Year Ended

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

The Board **endorsed** the NSLHD Strategic Plan 2022 – 2027 Report subject to the inclusion of the following note:

Northern Beaches Hospital (NBH) provides public health services on behalf of NSLHD under a Public Private Partnership (PPP). Under this partnership, NBH is required to comply with agreed Key Performance Indicators (KPIs) and deliver set service volumes. Monitoring and reporting of these components of the agreement are separate from Strategic Plan reporting, however public services delivered at NBH align to and contribute towards achievement of the NSLHD Strategic Plan 2022-2027. Future Strategic Plan Reports will have an enhanced focus on NBH contribution towards Strategic Plan achievement.

6.4. NSW Budget

The Board Chair provided a verbal update noting the NSW Budget for 2023/24 has been released. NSLHD are awaiting the final Service Agreement for 2023/24 which is expected to be released this week.

6.5. Update Board Priorities

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

7. Standing Business

7.1. Board Chair Report

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

- The Board Chair and other Board members attended a breakfast with the Virtual Care Service and Hospital in the Home teams on 31 August 2023.
- The Board Chair and other Board members attended the recent graduation day for Cohort 7 of the NSLHD Senior Leadership Development Program.
- The NSLHD Board will meet with the Sydney North Health Network Board in October 2023.
- The Board Chair attended a leadership event hosted by the Surgical Education and Research Training (SERT) Institute.
- NSLHD Health Promotion are working on vaping prevention.
- The Board Chair and Deputy Board Chair attended the opening of BreastScreen NSW in North Ryde.
- Discussions are underway with the CE to improve amenity for staff at Macquarie Hospital, Mona Vale Hospital and the Kolling Building forecourt.
- The Board Chair and other Board members recently attended a meeting with ARUP to discuss the NSLHD Planetary Health Framework.
- The Board Chair and the CE have upcoming meetings with the Vice Chancellors of our four university partners.
- The Te-Kworo Foundation have been made an additional charity for the NSLHD workplace giving program, following a presentation at an earlier Grand Rounds.

Minutes

- A sustainability project officer has been recruited to the NSLHD Corporate Services team.

Action: A signed copy of the NSLHD Corporate Governance Attestation Statement 2023 to be included in Board papers for October 2023.

Action: The Board requested that future monthly CE reports and monthly General Manager facility reports include additional detail on financial performance and on planetary health and sustainability.

7.2. Chief Executive Report September 2023

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

The CE provided a verbal update with the following highlights:

- NSLHD remains on performance watch level 0.
- Following a recent performance review with the Ministry, NSLHD is performing well against other local health districts.
- The CE thanked the NSLHD Executive for their support throughout recent changes in personnel.
- A large body of work will commence in the coming weeks following the NSW Government Special Commission of Inquiry into funding of health services.
- The CE recently attended a meeting with local parliament members regarding adolescent mental health beds at Northern Beaches Hospital. NSLHD have engaged Health Infrastructure NSW to identify options for additional beds.
- The utilisation of the Adolescent and Young Adult Hospice is being monitored.

7.3. Finance Risk and Performance Report

This item was **noted** and taken as read. The Director Finance and Corporate Services NSLHD highlighted issues associated with agency staff, leave balances and the tightening of budgets for consultants, legal, advertising, labour hire and travel.

7.4. NSLHD Monthly Trends

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

7.5. Committee Updates

Board Audit and Risk Committee (BARC)

No further update provided.

Finance, Risk and Performance Committee (FRAP)

No further update provided.

Consumer Committee (CC)

The Committee Chair noted that the NSLHD Safety and Quality Consumer Forum will be held on 4 October 2023.

Health Care Quality Committee (HCQC)

Minutes

No further update provided.

Research Innovation Technology (RIT) Committee

No further update provided.

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.

7.6. NSW LHD Selected Performance Indicators – July 2023

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

7.7. Communications Calendar

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

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

8.1. Board Audit and Risk Committee (BARC)

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

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.

8.5. Research Innovation and Technology (RIT) Committee

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

8.6. JMO Wellbeing Board Committee

Not available.

8.7. Clinical and Quality Council

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

Minutes

8.8. Medical Staff Executive Council (MSEC)

Not available.

8.9. Planetary Health Committee

Not available.

8.10. NSLHD Digital Health Steering Committee

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

9. Additional Reading Material

9.1. NLSHD Patient Safety Culture Survey Communiqué

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

9.2. Board Chair and Chief Executive Letter

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

9.3. NHS Long Term Workforce Plan

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

9.4. Sydney Health Partners

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

10. Other Business

Nil.

11. Date, Time & Venue for Next Meeting

Tuesday 17 October 2023 commencing at 4:00pm, Garrigarrang, Level 14 Kolling Building RNSH.

Meeting Closed: 7:15pm

CERTIFIED A CORRECT RECORD

Trevor Danos AM, Chair

17 October 2023