

Minutes

NSLHD Board

MEETING DETAILS

Date: Tuesday 17 October 2023 commencing 4:00pm

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

Present:

Mr Trevor Danos AM	Board Chair NSLHD
Professor Emerita Mary Chiarella AM	Deputy Board Chair NSLHD (via MS Teams)
Mr Adam Johnston	Board Member NSLHD
Mr Brad Goodwin	Board Member NSLHD
Mr Chris Greatrex	Board Member NSLHD (via MS Teams)
Ms Karen Filocamo	Board Member NSLHD
Ms Kimberley Reynolds	Board Member NSLHD (via MS Teams)
Dr Michelle Mulligan OAM	Board Member NSLHD
Ms Nadia Levin	Board Member NSLHD (via MS Teams)
The Hon Patricia Forsythe AM	Board Member NSLHD (via MS Teams)

In attendance:

Adjunct Professor Anthony Schembri AM	Chief Executive NSLHD (CE)
Ms Alison Zecchin	Executive Director Operations NSLHD
Ms Jacquie Ferguson	Director Finance and Corporate Services NSLHD
Ms Tegan Mitchley	Board Secretariat NSLHD
Dr Pearl Wang	Staff Specialist, Virtual Care Service NSLHD (Observer)

Apologies:

Dr Donna Lynch	Board Member NSLHD
Dr Stephanie Teoh	Board Member NSLHD
Dr John Brereton	Chair MSEC NSLHD

AGENDA ITEMS

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.

Minutes

2. Confirmation of Minutes

2.1. Minutes of meeting held 19 September 2023

Minutes of the meeting held 19 September 2023 were confirmed as a true and accurate record of the meeting.

3. Presentations

3.1. NSLHD Service Agreement 2023/24

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

The Director Finance and Corporate Services presented an overview of the Service Agreement between NSLHD and the Secretary NSW Health for the remainder of 2023/24.

The CE recommended that the Board approve the Service Agreement between NSLHD and the Secretary NSW Health for the remainder of 2023/24 noting the continued discussions with the Ministry regarding the insufficient funding currently allocated for the Sydney Dialysis Centre and Voluntary Assisted Dying and that further noting the signed Service Agreement would be returned to the Secretary NSW Health with an accompanying covering letter outlining a number of key funding issues and challenges that remain to be addressed.

The Board discussed alternate funding sources, the need to generally preserve and only use restricted financial assets in accordance with relevant donor conditions, the current challenges of supply chains and inflationary economic conditions and the need for disinvestment in low-value services. The Board noted the critical nature of the CE's communications to staff around this year's budget.

The Board **approved** the Service Agreement between NSLHD and the Secretary NSW Health 2023/24.

4. Patient Story

4.1. RNSH Patient Story

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

The CE provided a verbal update on an emotional RNSH patient story. The CE acknowledged the patient's family for their strength and courage in assisting NSLHD to develop a comprehensive approach to supporting families and staff following the unexpected death of a patient that will be titled 'Code Greg'.

The Board discussed empathy training and support available for NSLHD staff as well as how learnings (with a possible role for the Pam McLean Centre) might be disseminated across NSLHD and the role of the Clinical Excellence Commission in so doing.

Action: CE to report back in February 2024 on learnings, outcomes and updated processes following implementation of the 'Code Greg' response.

Minutes

Action: Learnings from the patient story to be developed into an academic article for further education and awareness.

5. Ongoing Business/Action Items

5.1. Action List – September 2023

The action list was reviewed and updated accordingly.

5.2. Mona Vale Hospital Urgent Care Centre

The CE provided a verbal update on the revised clinical handover process that has been extended to all clinical areas in the Mona Vale Hospital Urgent Care Centre and that as a result, better outcomes are already being achieved.

5.3. NSLHD Corporate Governance Attestation Statement

This item including the final signed version of the Statement was **noted** and taken as read.

6. Voluntary Assisted Dying (VAD) Update

The Chief Executive provided a verbal update that NSLHD remains on track to deliver commence the VAD service on 28 November 2023. All remaining recruitment is expected to be completed by end October 2023 and a contingency roster plan to cover the Christmas period is underway to manage the anticipated high service demand at this time.

A smoking ceremony will be held in partnership with the Aboriginal and Torres Strait Islander Health Service NSLHD prior to commencement of the service.

An out of session NSLHD Health Care Quality Committee meeting will be held on 15 November 2023 for a final briefing on VAD prior to commencement of the service.

Action: Board to send letter to VAD leads acknowledging and expressing gratitude for outstanding work that has been done in preparing for delivery of the VAD service on 28 November 2023.

7. Matters for Decision/Approval

7.1. NSLHD Safety and Quality Account 2023

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

The NSLHD Board **endorsed** the NSLHD Safety and Quality Account 2023.

7.2. NSLHD Board Honour Roll Nominations Committee

The Board Chair provided a verbal update on the NSLHD Board Honour Roll Nominations Committee. Professor Emerita Mary Chiarella AM, Nadia Levin, Brad Goodwin and Dr Michelle Mulligan OAM were appointed as members of the Committee. It was noted that the CE and a People and Culture representative will also be on the Committee.

Minutes

8. Strategic Discussion

8.1. RNSH Campus Master Plan 2023

The Board Chair provided a verbal update.

An out-of-session NSLHD Board meeting will be held on 31 October 2023 to consider the RNSH Campus Master Plan 2023.

The CE noted great support and enthusiasm throughout the master planning process from a range of RNSH clinical and non-clinical stakeholders.

8.2. Board Chair Letter to RNSH Medical Staff Council

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

8.3. Culture in Operating Theatres

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

The NSLHD Board discussed sexual assault and harassment within operating theatres and the Speaking up for Safety/Safe Behaviours program within NSLHD.

Action: Invitation for Professor Bill Walter to present to the Board in early 2024.

Action: CE to provide an update to the Board on the progress of Speaking up for Safety/Safe Behaviours program at the February 2024 meeting.

8.4. Council of Board Chairs Meeting

The Board Chair provided a verbal update on the Council of Board Chairs meeting held 9 October 2023. Once available, the communiqué from the meeting and relevant attachments will be shared with the Board.

8.5. NSLHD Board Strategy Day 2024

The Board Chair provided a verbal update noting the Board Strategy Day for 2024 is tentatively scheduled for 8 March 2024.

8.6. NSW Government Special Commission of Inquiry into Healthcare Funding

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

The CE provided a verbal update noting the Commissioner has called for the first round of public submissions into the inquiry. Over the next 2 months, the Commissioner will visit local health districts and networks to discuss the inquiry.

NSLHD is currently preparing a submission which is due 31 October 2023. A key element of the submission will be to highlight what makes NSLHD a high performing district. The Board agreed that sign off for the submission would be by the CE and any two of the Board Chair and the chairs of the FRAP, HCQC, CC and RIT sub-committees.

Action: A copy of the final submission to be included in the November 2023 Board papers for noting.

Minutes

9. Standing Business

9.1. Board Chair Report

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

- The CE and Board Chair have attended meetings with various Vice Chancellors from NSLHD university partners.
- The Board Chair attended a breakfast with the RNSH No. 2 Committee.
- The Board Chair recently discussed write-offs with the Secretary NSW Health.
- The Board Chair and Board sub-committee chairs continue discussions regarding short-notice accreditation assessments.
- The Board Chair recently attended a conference hosted by Microsoft on big data and AI for the future of healthcare, at which Dr Marty Sterrett, CCIMO & Staff Specialist NSLHD was a keynote speaker.
- Attended a recent meeting with Minister Jackson regarding mental Health beds at Ryde Hospital

Action: Board to invite Dr Marty Sterrett to present at a future Board meeting early 2024.s

9.2. Chief Executive Report October 2023

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

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

- NSLHD remains at performance watch level 0.
- The CE acknowledged RNSH and HKH for their improvements to Transfer of Care despite increased in ED presentations over the last month.
- NSLHD remain on track to achieve nil patients overdue for surgery by 31 December 2023.
- NSLHD's Safety and Quality indicators continue to perform well.
- NSLHD Counter Disaster preparations are focused on NSLHD's bushfire response. NSLHD has participated in a number of state-wide and local level bushfire preparedness activities.
- The CE and Board discussed quality and safety performance at NBH.
- 'Respecting the Difference' training will be ceased for a fortnight to relieve NSLHD Aboriginal and Torres Strait Islander Health Service staff from the cultural load following the outcome of the Voice to Parliament referendum.

Action: CE to provide a paper at the November 2023 meeting on response and recovery to the quality and safety performance issues at NBH.

9.3. Finance Risk and Performance Report

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

9.4. Committee Updates

Board Audit and Risk Committee (BARC)

No further update provided.

Minutes

Finance, Risk and Performance Committee (FRAP)

The Committee Chair noted that excess leave balances remain high despite the recent increase in FTE across NSLHD.

Consumer Committee (CC)

The Committee Chair provided a verbal update.

The NSLHD Quality and Safety Staff and Consumer Forum held on 4 October 2023 was successful with positive feedback received from the 156 attendees. The Board acknowledged the work of Dr Thelma De Lisser Howarth, Manager Consumer and Patient Experience NSLHD and her team for organising the successful event.

A Consumer Advisor from NBH has recently joined the Consumer Committee to provide insights into consumer involvement at NBH.

At the meeting on 17 October 2023, Barbara Lewis, Manager Carer Support Service NSLHD presented to the Committee on the NSLHD Carer and Staff Survey 2023 results. Linda Komarek and Tony Maxwell from Sydney Health Partners also presented to the Committee on consumer advisor involvement in research.

Action: CE to formally ask NBH about how Consumer Advisors are recruited to NBH.

Action: Board to send a thank you letter to Dr Thelma De Lisser Howarth, Manager Consumer and Patient Experience NSLHD and her team acknowledging and expressing gratitude for outstanding work in connection with the Forum.

Health Care Quality Committee (HCQC)

The Committee Chair provided a verbal update.

RNSH has conducted a review of surgical KPIs and unplanned return to theatre.

NSLHD will be adopting the St Vincent's Hospital model: 'Stay'n In, Stay'n Deadly' to improve the Aboriginal and Torres Strait Islander patients discharged against medical advice KPI.

Short notice accreditation assessment preparedness continues across NSLHD.

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)

Minutes

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 – August 2023

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

9.6. Communications Calendar

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

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

10.1. Board Audit and Risk Committee (BARC)

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

10.2. Finance Risk and Performance Committee (FRAP)

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

10.3. Consumer Committee

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

10.3.1. Consumer Committee STRA2P Report

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

10.4. Health Care Quality Committee (HCQC)

Not available.

10.4.1. HCQC STRA2P

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

10.4.2. HCQC Safety and Quality Report

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

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.

Minutes

10.9. Planetary Health Committee

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

10.10. NSLHD Digital Health Steering Committee

Not available.

11. Additional Reading Material

11.1. Overview of NSLHD Virtual Care and Hospital in the Home Services

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

12. Date, Time & Venue for Next Meeting

Tuesday 21 November 2023 commencing at 4:00pm, Garrigarrang, Level 14 Kolling Building or via MS Teams.

Meeting Closed: 6:36pm

CERTIFIED A CORRECT RECORD

Trevor Danos AM, Chair

21 November 2023