

Meeting of the Western Sydney Local Health District
Joint Consultative Committee

No. 2021/2

Date: 3 June 2021

Time: 10.00am

Venue: WSLHD Executive Office meeting room Level 1, Westmead Hospital
Microsoft Teams (External)

Minutes

📞 (Via Microsoft Teams)	
PRESENT	
Western Sydney LHD Committee members	Union Committee members
Graeme Loy (GL) Chief Executive WSLHD	Sunita Gounder (SG) 📞 Organiser, NSWNMA
Luci Caswell (LC) Director People and Culture WSLHD	Brendan Roberts (BR) 📞 Organiser HSU NSW
Alison Derrett (AD) Executive Director Operations	Randall Millington (RM) 📞 Organiser HSU NSW
Jacqueline Dominish (JD) Director Allied Health WSLHD	Tom Stevanja (TS) 📞 Industrial Officer HSU NSW
Emma McCahon (EMcC) Director of Medical Services WSLHD	Trish Dalglish (TD) 📞 NSWNMA Staff Delegate, Mt Druitt
Caroline Farmer (CF) Director of Nursing and Midwifery WSLHD	Frances Cavallaro (FC) 📞 NSWNMA Staff Delegate, Cumberland
Julie Welch (JW) Deputy Director, People and Culture WSLHD	
Dominika Nambiar (DN) 📞 Director Industrial and Employee Relations WSLHD	
Steven Nguyen (SN) Secretariat	
Tamika Baloch (TB) Intern	
Kira Hofer (KH) Intern	
APOLOGIES	
	Hannah Schultz (HS) Organiser, ASMOF
	Omila Bir (OB) HSU Staff Delegate, Mental Health

Item 1 Welcome and Acknowledgement of Country

The meeting was chaired by Director People and Culture, Luci Caswell. Apologies were noted.

Item 2 Minutes of Previous Meeting

Minutes from 4 March 2021 were confirmed as a true and correct record.

Item 3 Actions from the Previous Meeting**3.1 Vacancies within WSLHD**

- The HSU have provided to LC a list of vacancies.
- LC has provided a response to the HSU.

3.2 Exclusion Order

- LC advised that no information was provided by the HSU regarding the exclusion order involving an employee in HealthShare.
- HSU apologises and will provide further particulars to LC.

3.3 Interpretation of Clause 13 of the Health Employees' Condition of Employment State Award

- DN advised that WSLHD is seeking further clarification around the advice given the CCLHD decision in the NSW IRC.
- BR raised concerns that this issue has been on the agenda for the past three to four meetings with no resolution.
- TS advised that the HSU was never formally advised that Blacktown and Mount Druitt hospital was one campus. The HSU is waiting for formal written correspondence from WSLHD.
- GL advised that WSLHD will follow up with the Ministry of Health and will write to the HSU in the following week.

3.4 Implementation of recommendations from the Andersen Report

- LC advised that no updates at this point in time. WSLHD will advise when there is an update.

3.5 Facilitation of COVID vaccination of Nurses and Midwives outside of Westmead Hospital

- LC advised she emailed Mark Murphy with advice from the Ministry of Health.

3.6 Grading for MHS Admin Staff

- HSU have advised that the MHS grading has been resolved. However, the Dental grading has not been resolved.
- TS raised concerns that staff are doing the same work but being graded differently across WSLHD. Advised the need for consistency across WSLHD.

3.7 Significant restructure occurring in MHS without consultation

- SG raised concerns about a restructure that is occurring in MHS. Also would like to see the MHS organisation structure.
- LC advised SG to speak to Wade Norrie, Director of Nursing and Midwifery for MHS to obtain an organisation structure from MHS.
- GL advised that he is not aware of any restructure taking place in MHS and confirms that there is no restructure currently happening.

Item 4 Presentations

Nil

Item 5 Matters Escalated from facility SCCs

Nil

Item 6 Items Raised by Industrial Organisations

6.1 Health Services Union (HSU)

6.1.1 Online Performance Management System

- TS raised concerns around the new performance management system outlined in GL email dated 2 June 2021.
- TS advised to have offline discussion about the HSU's concerns.
- SG advised that the NSWNMA would also like to participate in discussions surrounding the new performance management system.

6.2 NSW Nurses and Midwives Association

6.2.1 Leave Input – Search and Request Anything (SARA) system

- SG advised that there are mixed messages around the correct process for leave applications. Employees have been advised by managers to not use SARA but to complete the paper documentation.
- LC advised that WSLHD encourages staff to use SARA. If employees have been told otherwise by their managers, they should speak to HR.

6.2.2 Provisional Improvement Notices (PIN) - MHS

- SG raised concerns about the PINs and their progress.
- LC advised that the PINs will be satisfied by July 2021.
- LC advised that various forms of consultation have taken place to inform employees. They have taken place via HSR meetings, facility SCCs, emails etc.
- FC advised that as a delegate, she was not involved in the consultations.
- HSU advised they would like to be included in the consultation process as well.
- BR raised concerns that not all workers are being consulted around the PINs. Also raised concerns that the HSRs are not relaying the information to members.
- GL advised that 2 independent reviews are commencing. Firstly, improving the culture of Cumberland Hospital and secondly, impacts of the Light Rail on current MHS operations.
- SG would like further information around HSR work groups, number of HSRs and structure.
- Unions want further details of who are the HSR reps, election of HSRs, and the agreed numbers of HSRs. Further concerns were raised that employees don't know who their HS's are.
- LC to provide updated HSR details to the Unions.

6.3 NSWNMA

NOTE: NSWNMA officials were not in attendance. As such, the agenda items raised by NSWNMA will be discussed in greater detail at the next JCC meeting.

6.3.1 Update on Flexible Work Arrangements policy

- GL advised that the updated Flexible Work Arrangements policy is now available on the WSLHD intranet.

6.3.2 Request for information on breakdown of numbers of doctors employed (broken down by DIT, CMO, and SS)

- To be discussed at next JCC meeting.

6.3.3 Request for Quarterly Report regarding 14/10 roster rule for JMOs

- To be discussed at next JCC meeting.

6.3.4 National Doctors Day – 30 March 2022

- EMcC advised planning is underway for next year.

6.3.5 Crazy Socks for Docs day

- EMcC advised that there are different activities happening across the WSLHD facilities.

6.4 Other Matters

- TD questioned the staffing levels of HR staff at Blacktown and Mount Druitt Hospitals.
- LC advised that WSLHD have advertised the vacant roles and will review applications received. Kim Daniels, HR Director will be out at Blacktown Hospital to assist in the interim. The district HR teams have also provided assistance to facility HR teams in the interim.
- GL advised that recruitment to these roles is the responsibility of each facility.

Item 7 Items Raised by Local Health District

7.1 COVID-19 Vaccination rollout

- EMcC advised that both Blacktown and Westmead Hospital are providing the Pfizer Vaccine. AstraZeneca (AZ) is also available at Blacktown Hospital.
- EMcC advised that WSLHD are vaccinating around 2000 individuals per day. Vaccination hubs are open on public holidays and may open on weekends as well to increase accessibility.
- EMcC advised that greater than 50% of staff have been vaccinated.
- RM questioned about side effects of the vaccinations. EMcC advised short term side effects, no serious side effects from the Pfizer vaccine. Low uptake on the AZ vaccine.

7.2 Culture Strategy Update

- LC advised Auburn Hospital had their birthday recently and recognised employees with length of service milestones. This will be implemented across WSLHD in the coming months.
- Employees may be approached by their managers enquiring about their length of service.

7.3 WSLHD Restructure

- LC advised the restructure is almost complete.
- LC advised all operational General Managers and HR have been appointed.
- LC advised changes to Allied Health at Auburn Hospital, specifically changes to their professional reporting lines.

Item 8 Facility Staff Consultative Committee (SCC) minutes

Information noted.

Item 9 Next Meeting

The next meeting will be held on Thursday 2 September 2021 at 10am in the WSLHD Executive Office meeting room, Level 1, Westmead Hospital.

Signed: _____ (Chair)

WSLHD Joint Consultative Committee Action Log

Meeting No: 2021/2

Meeting Date: 3 June 2021

DATE RAISED	ITEM NO	ITEM	ACTION	COMMENT	RESPONSIBLE	STATUS
04.03.21	6.2.2	Exclusion Order	RM to send email to LC with particulars of incident.		Organiser	Open
04.03.21	6.2.1	Interpretation of Clause 13 of the Health Employees' Condition of Employment State Award - BMD	WSLHD is seeking further clarifications from the Ministry of Health and will write to the HSU by 11 June 2011.		Dominika Nambiar	Open
04.03.21	6.1.2	Implementation of recommendations from the <i>Anderson Report</i>	LC will provide an update, if available, at the next JCC meeting.		Luci Caswell	Open
03.06.21	6.1	Online Performance Management System	TS to contact LC to discuss.		Tom Stevanja	Open
03.06.21	6.2.2	PINs and HSR's	LC to provide Unions with updated HSR information.		Luci Caswell	Open
03.12.20	6.1.2	Grading for Oral Health staff	Follow up with Oral Health.		Dominika Nambiar	Open
04.3.21	6.4.1	Seclusion Concerns – MHS	FC to email Wade Norrie regarding issue.		HSU	Closed
04.03.21	6.2.3	Vacancies in WSLHD	HSU to send list of vacant roles to LC they claim are not being filled.	List received from HSU and response provided by LC on 21/4/21	HSU	Closed
04.03.21	6.1.1	Facilitation of COVID vaccination of Nurses and Midwives outside of Westmead Hospital	Follow up regarding transport of staff to COVID Clinic. Update to next Committee	LC emailed Mark Murphy on 11/3/21	Luci Caswell	Closed
3.12.20	7.1	NSWNMA considers	GL confirmed no restructure is taking	NSWNMA to contact MHS for	NSWNMA	Closed

DATE RAISED	ITEM NO	ITEM	ACTION	COMMENT	RESPONSIBLE	STATUS
		restructure occurring in MHS without consultation.	place.	organisational structure.		