

Meeting Minutes

SVHNS Joint Consultative Committee

Date: Monday 21 November 2022

Time: 3:30pm - 4:30pm

Venue: Microsoft Teams Meeting

Members:

Ms Amy France	Acting Workplace Relations Manager
Mr Anthony Schembri	Chief Executive Officer SVHN
Ms Anna McFadgen	Executive Director Strategy, Planning & Partnerships
Ms Anna Thornton	Executive Director of Nursing
Ms Andrea Herring	Executive Director Patient Safety & Experience
Ms Caroline Farmer	Acting Executive Director Acute Care Services
Mr Chris Ball	Executive Director Innovation and Improvement
Mr Dominic Le Lievre	Executive Director Integrated Services
Mr Gerry Carr	Senior People & Culture Manager
Mr Kevin Luong	Executive Director Medical Services
Ms Margaret Lazar	Executive Director Allied Health
Ms Rebecca Roberts	Executive Director People & Culture (Chair)
Mr Rio Pun	Senior People & Culture Business Partner
Mr Randall Millington	HSU Representative
Ms Michelle Picone	ASMOF Industrial Officer
Mr John-Paul Marx	NSW NMA Representative
Deanne Irwin	SVHNS, HSU Delegate
Damien-Davis Frank	SVHNS, NSW NMA Delegate
Stephanie Biggs	SVHNS, NSW NMA Delegate
Tully Palmer	SVHNS, NSW NMA Delegate
Scarlett McAlary	SVHNS, NSW NMA Delegate

Apologies: Amy France and Anna McFadgen

Minutes: Sokly Nhek, HR Project Coordinator & Executive Assistant to EDPC

Acknowledgement

We acknowledge the Gadigal people of the Eora nation, the traditional custodians of the lands on which we are meeting today. We acknowledge that they have occupied and cared for these lands over countless generations, and we celebrate their continuing contribution to the life of this region.

Agenda

No	Item	Responsible
1	<p>Previous Minutes from 22 August and Action Items</p> <p>There were no minutes from the meeting occurrence on 22 August due to changeover of the P&C secretariat.</p>	Chair
2	<p>General update</p> <p>The Chair introduced Caroline Farmer to SVHNS Joint Consultative Committee Meeting. Caroline commenced with SVHNS in October on a temporary assignment up until 28 February 2023 Acting in the position of Executive Director, Acute Care Services.</p> <p>Hospital Performance</p> <p>Caroline Farmer provided a brief update on St Vincent's Hospital Sydney (SVHS) performance.</p>	Caroline Farmer

	<ul style="list-style-type: none">• Activity continues to be busy however not alone as this is widely felt across the State• NSW Health moved from Yellow to Amber alert level on 23 November 2022• Previously with the Omicron and Delta surge there were a high volume of patients presenting to the hospital. At the moment, a lot of covid cases are being picked up through incidental findings i.e. from RAT testing patients in the Emergency Department• SVHS have been utilising some private hospital beds to supplement surgical support and ensure surgical staff can be released to get through as much activity as possible.• The State modelling demonstrates the covid peak will hit in December 2022 however, others also say it will be a sharp up-and-down trend or take a little longer than normal. <p>Surgical Activity Plan</p> <ul style="list-style-type: none">• Chris Ball informed the Committee SVHS have a large focus on elective surgery recovery. A strategic approach regarding the volume of elective surgery was undertaken over the last few months to give patients better access to theatres. A component of this involved utilization of our private partners with elective care as well as the opening of a Short Stay Unit (SSU) of existing beds. Whilst this has been a slow and iterative change, SVHS aims to get up to 12 SSU beds by February 2023.• Frontline leaders have been engaged to lead and commence the development of care pathways. This process involves consultation with multidisciplinary teams and mapping out care pathways to better understand different ways to deliver care.• The Chair acknowledged the commitment of frontline staff on the development of care pathways. From the recent staff engagement survey, common feedback from staff were linked to managers and command/control of the hospital. Whilst covid has amplified this, the SLT have taken this feedback very seriously. <p>Project update on Cahill-cater Redevelopment</p> <p>Anthony Schembri was pleased to inform the Committee the final business case for the Cahill-Cater Redevelopment was recently signed off by the SVHA Board, Trustees of St Vincent's Hospital, St Vincent's Curran Foundation, and St Vincent's Private Hospital. The redevelopment will see a significant expansion across a range of state-wide services including the Heart Lung program and additional mental health beds including a mental health intensive care unit. Negotiations are also underway with Justice Health and Forensic Mental Health Network (JHFMHN) for additional forensic mental health beds as a state-wide resource. In addition, there will be an expansion of our pathology services, interventional and diagnostics capacity, and new education and training facilities to further support the development of future generations of healthcare workers. An independent review was carried out by Infrastructure NSW last week to assess the Cahill/Cater Redevelopment business case. This process will support the decision-making in relation to funding for the redevelopment. St Vincent's expects to be in a position to provide further announcements in the coming months. The following comments were noted:</p> <ul style="list-style-type: none">• Randall Millington queried if sign-off will be expected by the March 2023 election given the Government are in care taker mode. Secondly, will there be building plans in and around the Public Hospital?• Anthony Schembri informed Randall the Government have not reached care taker mode yet and will still make commitments up until March 2023. The next planning phase is the detailed design phase which involves floor by floor planning. This phase will assure association members are actively engaged in various working design project user	<p>Chris Ball</p> <p>Anthony Schembri</p>
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	<p>groups of the building plans. St Vincent's must be in a position to have planning approvals in place approximately nine months from the announcement in order to commence the demolition of buildings.</p> <ul style="list-style-type: none"> • Randall requested a separate JCC to deal with redevelopment-related matters and ensure all things are considered for staff prior to the commencement of any building works. Randall noted from previous learnings, Architects build based on the State Standard and not real retrofit builds. For this reason, other Local Health Districts established a Redevelopment JCC which has worked very well. Anthony is comfortable proceeding with a local Redevelopment JCC once funding has been secured. 	
3	<p>SVHNS Covid update</p> <p>Duty HSFAC, Dominic Le Lievre provided a brief update on COVID-19:</p> <ul style="list-style-type: none"> • SVHS currently have between 35-40 covid positive inpatients • There remains a good supply of PPE across the organisation • SVHS are not seeing a flow through the community in comparison to the Omicron and Delta where there was a real surge. <p>Rebecca Roberts confirmed as of today, there are 44 staff on furlough – see breakdown below:</p> <ul style="list-style-type: none"> • 19 Nursing • 10 Allied Health • 7 Medical • The remaining numbers are within support services <p>Randall queried what the current vacancy rates are across the disciplines. The Chair noted vacancy numbers change day-to-day with resignations. Randall to send the Chair a direct email seeking information for the specific areas of vacancies and how they are trending.</p>	Dominic Le Lievre (Duty HSFAC)
4	<p>HR update</p> <p>Low Activity Days 2022</p> <p>The SLT reflected on previous years where there were allocations of single Low Activity Days (LADs) and noted whilst this worked for the bulk of the workforce they were not working for the entire organisation. In light of this, the SLT will be approaching 2023 differently and will be targeting Low Activity Periods such as over Easter and Christmas rather than single days.</p> <p>Christmas Low Activity</p> <p>SVHS Christmas Low Activity period will commence from 23 December 2022 – 16 January 2023. There will be wards with reduced beds in certain areas up until the Australia Day long weekend in January 2023. Communication has been distributed to non-essential staff encouraging they take a break/annual leave up until 9 January 2023.</p> <p>CSSD</p> <p>SVHNS are currently reviewing in consultation with the Private Hospital how the Central Sterile Supply Department (CSSD) may operate. Whilst there has been no decision yet on how SVHS will function this unit, discussions are underway looking at how best to do this in partnership. The following comments were noted:</p>	<p>Rebecca Roberts</p> <p>Caroline Farmer & Rebecca Roberts</p> <p>Rebecca Roberts</p>

	<ul style="list-style-type: none"> • Randall Millington indicated money was given to the Public Hospital years ago to update the autoclave machine however noted it seems the money was sent elsewhere. Randall stated if the Public Hospital are refusing to repair/update the autoclave it is not acceptable to move staff to the Private Hospital for this reason. There is an expectation for the CSSD to remain in Public Hospital hands. • Rebecca Roberts noted SVHS is in the early planning stages of exploring ways to deliver the service for both patients and performance. SVHS will engage with the appropriate union associations as soon as there are any proposed changes. <p>NSW Health Policy - Occupational Assessment, Screening and Vaccination against Specified Infectious Diseases – Rio</p> <p>Rio Pun informed the Committee of the revised NSW Health Policy ‘Occupational Assessment, Screening and Vaccination against Specified Infectious Diseases’ which came into effect late September. Subsequently, a review of the staffing cohort was undertaken and assessed by the People & Culture Team. Whilst a vast majority of SVHNS staff are compliant with the new policy directive there remain a few outstanding who are either on leave or on longer periods of leave.</p> <p>Rebecca Roberts noted this has been a significant compliance task ensuring there is assurance around staff vaccinations. With new internal processes now in place with CGOV, this has added an administrative benefit to staff and managers to capture data and information as needed.</p> <p>Staff engagement results work underway</p> <p>Rebecca Roberts provided a brief update on the main pieces of work underway from this year’s staff survey engagement results. SVHNS received funding from MoH this year to support staff wellbeing. To date, funding has been utilised on the following initiatives:</p> <ul style="list-style-type: none"> • External psychologist – An external psychologist has been engaged to contextualise staff survey results and provide support to managers • Coaching support for Managers • Staff Wellbeing - Staff links to bureaucracy. SVHS are looking at things like digital reference checks. This item is actively on the task list from staff survey results. 	<p>Rio Pun</p> <p>Rebecca Roberts</p>
<p>5</p>	<p>Other business The Chair opened to the wider audience for any comments/questions. The following was noted.</p> <ul style="list-style-type: none"> • Randall requested for SVHNS HSU delegate Deanne Irwin to be invited to all future meetings and included on the distribution list for meeting papers. ACTION: Sokly Nhek to update the SVHNS JCC membership and invitation distribution list. 	<p>All</p>
	<p>Next meeting: December meeting occurrence to be confirmed.</p> <p>Rebecca Roberts took the opportunity to acknowledge and thank Gerry Carr for his contribution with St Vincent’s Hospital over the years. Gerry will be finishing up on 23 December and transitioning to retirement.</p> <p>The meeting closed at 4:07pm.</p>	<p>Chair</p>

Attendance Record

Name Title	21/11/22					
Ms Amy France Acting Workplace Relations Manager	AP					
Mr Anthony Schembri Chief Executive Officer SVHN	☑					
Ms Anna McFadgen Executive Director Strategy, Planning & Partnerships	AP					
Ms Anna Thornton Executive Director Nursing	☑					
Ms Andrea Herring Executive Director Patient Safety & Experience	-					
Ms Caroline Farmer Acting Executive Director Acute Care Services	☑					
Mr Chris Ball Executive Director Innovation and Improvement	☑					
Mr Dominic Le Lievre Executive Director Integrated Services	☑					
Mr Gerry Carr Senior People & Culture Manager	☑					
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Ms Rebecca Roberts Executive Director People & Culture	☑					
Mr Rio Pun Senior People & Culture Business Partner	☑					
Mr Randall Millington HSU Representative	☑					
Ms Michelle Picone ASMOF Industrial Officer	-					
Mr John-Paul Marx NSW NMA Representative	☑					
Deanne Irwin HSU Staff Representative	☑					
Damien-Davis Frank NSW NMA Staff Representative	-					
Stephanie Biggs NSW NMA Staff Representative	-					
Tully Palmer NSW NMA Staff Representative	☑					
Scarlett McAlary NSW NMA Staff Representative	-					
Sokly Nhek Secretariat	☑					