

JOINT CONSULTATIVE COMMITTEE

Date/Time: Wednesday 29th November 2023 / 1100hrs to 1230hrs

Venue: Via MS Teams

1. Acknowledgement to Country

The Chair acknowledged the Traditional Custodians of the land and paid respect to Aboriginal Elders past and present.

2. Attendance / Apologies

Present:

McLachlan, Scott	Chief Executive
Morris, Jonathan	Deputy Director, HR Services
Fernandez, Sebastian	CCLHD Industrial/Policy Adviser
Pickering, Melissa	Acting District Director Nursing & Midwifery
Cruikshank, Adam	District Director Community, Chronic and Allied Health
Kestel, Bonnie	District Director People & Culture (Chair)
Constable, Jude	Executive Director Acute Services
Lisser, Ian	ASMOF Industrial Officer
Awan, Aesha	ASMOF Industrial Officer
O'Donohue, Greg	HSU Officer
Millington, Randall	HSU Representative
Cashman, Michelle	NSWNMA Staff Representative
Triggell, Kathy	NSWNMA Staff Representative
Falconer, Kelly	NSWNMA Staff Representative

Matthews, Helen	Secretariat
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Apologies:

Chan, Steevie	District Director Medical Services
Pendrick, Margaret	NSWNMA Staff Representative
Francis, Erin	NSWNMA Officer

3. Conflicts of Interest

Nil

4. Confirmation of the Minutes of previous Meeting

The Committee accepted the minutes of the meetings held on 30th August 2023 were a true and accurate record.

5. Business Arising from Previous Meetings as per Action Sheet

5.1. Face to Face Orientation

- The District confirmed that as part of the onboarding of new staff the District will provide monthly bookings for NSWNMA, HSU and ASMOF the opportunity to meet with new staff as part of their onboarding.
- HSU and ASMOF are seeking further discussion. **Action ongoing**

5.2. Concern over efficiency of Casual Staff being notified when a vacant shift becomes available.

- HSU acknowledged receipt of correspondence from J Morris regarding the process. It was confirmed that HSU to liaise with their members and will feedback any concerns through to J Morris. **Action ongoing**

5.3 Health Manager Salary progression

- HSU acknowledged receipt of Ministry of Health policy.

6. Presentation

Nil

7. Agenda Items:

7.2. District Update

- CE Update:
 - The Chief Executive provided an overview of recent District activity:
 - The Clinical Service Plan has been released for the next 5 years. The plan looks at both our current service demand along with the future need based on the growing population and challenging socioeconomics which is putting demand on our acute and ambulatory services.
 - Master plans are currently in progress for the whole of the district with the view of future development over the next 10 to 20 years. This will help ensure the needs of the community will be met.
 - The results are in from the People Matters Employee Survey:
 - Response rate 60%, significant improvement from 35% in 2022, and the highest in 7 years
 - 3rd highest response rate compared to other NSW LHDs (2022 CCLHD was 3rd lowest response rate)
 - Our staffing numbers are now at record high again. A significant number of new staff have joined the organization in the last three to six months.
 - In relation to our financial sustainability level – we are slightly over budget, and we will be focusing on the areas that are the key drivers. This will focus on high workforce cost areas such as medical locums and agency nursing staff.
 - A new wave of COVID is expected to peak over the next couple of weeks that will cause a few extra demands on our resources over the Christmas / New Year break.
 - Our Path to Excellence program is one of the District's major support and change programs intended to try and engage staff, create the right culture, the decision making environment and a new way of working. We are currently in our third cycle involving Emergency Department and the broader

maternity services. There has been a significant engagement of staff within the Emergency Departments.

- We have again been through a period of new highs in emergency demand and inpatient demand.
 - To help avoid patients with mental health problems having to attend the emergency department a safe haven service has been set up at Gosford with another service being established at Wyong which should be open in early 2024 which will provide patients a dedicated alternative to Emergency Department.
 - The Palliative Care clinic is currently under construction.
 - There has been two Rapid Access Clinics have been opened which has fast tracked patient care for those suffering from neurology, respiratory, cardiology and cancer conditions that are regarded as acute care patients. It was explained that the District has to come to an affordable staffing level in relation to meeting clinical service demands and the need for new services. District is committed to consulting with unions over staffing decisions.
- HSU queried if the increase in FTE is both full time and part time hours. Members are still reporting concerns over roles not being filled. The major area of concern at present is Allied Health as there are ongoing rumours regarding restructures and staff reductions. There still remain workload issues across the District and management needs to address this immediately rather than wait another six to twelve months.
 - The NSWNMA explained that the demand for staffing still remains high. Acuity is not being taken into account and is not necessarily reflected in Nursing Hours Per Patient Day data. There is a need for the District to properly consider patient care.

7.2 HSU Update:

- The HSU queried if paid parking is returning and whether paid parking will be introduced at Wyong.
 - The CE explained that a NSW Health decision will be made within the near future.

7.3 NSWNMA update:

- It was explained that the nurses have been pushing for more staff. Wards are often working up to nine registered nurses short. This results in other nursing team members being impacted by the resulting workload pressures. There is also the need for District management to provide more targeted and effective education support to junior nursing staff that are starting with the District.
 - M Pickering confirmed that recruitment is occurring for nurses. It is anticipated that over 100 graduate nurses will fill vacant positions by February 2024. It is noted that there are a number of early career nurses that are commencing with the district.

7.4 ASMOF update

- It was explained that ASMOF have been organizing a series of meetings across the state, departmental level, district level on award reform consultation.
- ASMOF are also concerned by the length of time workplace investigations are taking.

8. Documents received (endorsed and noted without exception)
Nil

9. General Business
Nil

10. Business without Notice:

- Meetings for 2024 as stated are confirmed and will be scheduled:
 - Wed 6th March
 - Wed 5th June
 - Wed 4th September
 - Wed 4th December

Meeting Close / Next Meeting

The meeting closed at 1200hrs

Next Meeting to be scheduled for

6th March 2024

CERTIFIED AS A CORRECT RECORD

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Name

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Signature

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Date