

NNSWLHD: Unconfirmed minutes JCC meeting 11 November 2019

Dear Member,

Attached to this newsletter are the unconfirmed minutes from the most recent Northern NSW LHD Joint Consultative Committee (JCC) meeting held on 11 November 2019.

Please ensure this newsletter is distributed to members for their information.

If there is anything you wish to raise regarding the unconfirmed minutes, please talk to your local HSU Sub Branch.

In unity,



Gerard Hayes
Secretary, HSU NSW/ACT/QLD

**NORTHERN NSW LOCAL HEALTH DISTRICT (NNSWLHD)
JOINT CONSULTATIVE COMMITTEE (JCC)
MEETING MINUTES**

HELD: Wednesday, 11 December 2019, commencing 9am
Ground Floor Meeting Room, Crawford House, Lismore – Video Conference to The Tweed Hospital (TTH) Rainbow Room

1. Present:			
NNSWLHD	Wayne Jones, Chief Executive (Chair)	Richard Buss, Director of Workforce	Katharine Duffy, Director Nursing, Midwifery and Aboriginal Health
	Matthew Long, Director Corporate Services	Lynne Weir, Director Clinical Operations	Deidre Robinson, General Manager, Mental Health and Drug and Alcohol Services
	Vicki Rose, Director Integrated Care & Allied Health	Julie Gallagher, District Human Resources Manager	Susan Palmer, Secretariat
HSU	Peter Kelly (HSU Organiser)	Bill Oddie, HSU	Geoff Mapstone, Vice President HSU
NSWNMA	Julie Ljubvic, NSWNMA	Mark Murphy, NSWNMA	Rosalie Scott, Community Nursing Representative, NSWNMA
ASMOF	Juliette Rex, Industrial Officer, ASMOF		

2. Apologies:			
	Angela Gittus, (NSWNMA Workplace Delegate)	Elizabeth McCall (NSWNMA Workplace Delegate)	Heather Ryan, NSWNMA

1. Acknowledgement of Country	
	The Chair paid respects to the traditional custodians of the land, where the meeting was held and of elders past, present and emerging.

2. Declaration of Pecuniary Interests, Conflict of Interest and Director Related Transactions	
	Nil

3. Confirmation of Previous Minutes	
	Minutes of the meeting held on 11 October 2019 were accepted as a true and accurate record of those proceedings with one amendment to remove all reference to Item 9.1.3 from the minutes.

No.	Item/Issue	Comments/Discussion	

4. Business Arising from Action Report			
5.1	Operations Assistants regrading to senior status	<p>Ms Weir was to provide confirmation of the regrading date and whether the five year anniversary date for this classification was taken into account</p> <p>Ms Weir advised that Operations Assistants had received their letters and have been paid.</p> <p>Mr Kelly stated that the HSU hadn't received any official correspondence.</p>	Ms Weir is to provide written confirmation to the HSU about the regrading date and whether the five year anniversary date was taken into account
5.2	Coders	Ms Weir advised that an assessment of Coders conditions and salary is currently underway and that advice will be provided once the assessment is complete. This is due to the disparity between QLD and NSW Coders salaries.	Ms Weir gave an undertaking to discuss this with Mr Kelly outside of the DJCC.
5.3	Code of Conduct / Respond	Mr Buss advised that the Code of Conduct was currently under review by the MoH. Respond was still being implemented.	Mr Buss is to distribute the revised letter templates to the Industrial bodies for their information once finalised.
5.4	Part Time and Casual Staff	<p>Mr Buss confirmed that the Rostering Best Practice Policy and manual was circulated to Managers across the District.</p> <p>The Rostering Best Practice Team visited the LHD to provide a demonstration of a new system called 'Staffing Intelligence Application' (SIA) to Business Managers and NUM's which will be a useful tool.</p> <p>Item completed and can be removed from the Agenda.</p>	Completed – no action

No.	Item/Issue	Comments/Discussion	
5.5	<p>Concierge in Lismore ED</p> <p>Security and HSA's across Lismore Campus</p>	<p>Mr Jones advised that permanent recruitment to the concierge position had commenced.</p> <p>Mr Jones advised that the current arrangement would continue and would become permanent.</p>	Completed – no action
5.6	Medical Imaging Review	<p>Matt long advised that the new model will change Radiologist's services reporting due to two providers being contracted to deliver these services. Radiographers and Sonographers will continue to be employed by the LHD.</p> <p>Mr Jones advised that the review of Medical Imaging is to reduce Clinical risk of having multiple providers contracted to deliver the services and the LHD need a more streamlined service.</p> <p>This item has been completed and can be removed from the Agenda.</p>	Completed – no action
	Fresh Plus	<p>Mr Jones advised that correspondence was not sent to Fresh Plus, however, Mr Jones spoke to management about the concerns raised.</p> <p>This item is complete and can be removed from the agenda.</p>	No action
5. Standing Agenda Items			
6.1	Chief Executive's Report	<p>Mr Jones reported the following:</p> <ul style="list-style-type: none"> • The LHD continues to be very busy with increased activity at all facilities putting pressures on the budget. • Projection is for an overrun of 13M this year, which is reflective of the increased activity. • TVH negotiations continue with final bed numbers and service configuration. The Medical Staff Council through the 	No Action Required.

No.	Item/Issue	Comments/Discussion	
		<p>local member and directly with the MoH are lobbying for further services and extra funding.</p> <ul style="list-style-type: none"> • Fires – 17th week on the North Coast. Mr Jones thanked staff and union members for their support and flexibility in these times of crisis. Urbenville and Bonalbo have been evacuated and the need to relocate will be considered next week. <p>RE-DEVELOPMENT/S UPDATE:</p> <ul style="list-style-type: none"> • Nothing to note: <p>MENTAL HEALTH SECLUSION & RESTRAINT RECOMMENDATIONS</p> <ul style="list-style-type: none"> • The District continues to operate within the target range and has seen a reduction of 4.5% in restraint across the LHD. Mr Jones commended staff for using restraint as a last resort. <p>Service Model Changes –</p> <ul style="list-style-type: none"> • Nothing to note 	
6.2 Health Services Union			
6.2.1		Nil	
6.3 New South Wales Nurses and Midwives Association (NSWNMA)			

No.	Item/Issue	Comments/Discussion	
6.3.1	Tweed Hospital redevelopment	<p>Mr Murphy raised the following queries:</p> <ul style="list-style-type: none"> • Whether a separate redevelopment consultation meeting process for the TVD can be established, separate from the TTH JCC • Transition date for moving • Proposed staffing profile for the TVD <p>Mr Jones responded that:</p> <ul style="list-style-type: none"> • a separate consultation process solely for the TVD will be established • TVD is scheduled for completion in December 2022, with a moving date likely to be late January/February 2023 at the earliest • JCC meeting will take place potentially in February 2020. 	Ms Weir is to request Joe McDonald to schedule dates into diaries for JCC meetings.
6.3.2	Video Conferencing	Mr Jones responded to a query about video conferencing in the LHD, advising that NNSWLHD uses Skype for Business which is a state-wide video conferencing system. Anyone with an LHD account can utilise Skype.	Completed - no action
6.3.3	Status of 2 nd year undergraduate AIN's on 2 year part time employment contracts and request that these students be additional to FTE not part of the existing FTE	<p>Ms Duffy informed the meeting that the LHD were in discussions with Association Head Office and specific branches (Lismore) re the proposal to expand the employment of undergraduate AIN's. The District response to the NSWNMA is due by the 17 December 2019 where additional information will be provided including a proposal to recruit to these positions in 2020. The employment of AIN's over and above the staffing profile is not the consistent approach across the state.</p> <p>Mr Jones expressed concern about the posters that have been circulated "warning nurses that AIN's are coming. "</p>	Ms Duffy will finalise the response to the NSWNMA by 17 December and the issue is expected to be resolved by early 2020.

No.	Item/Issue	Comments/Discussion	
6.3.4	Clarence Valley Branches of NSWNMA & HSU request an external party to implement Section 3 of the NSW Health PD Prevention & Management of Bullying in NSW Health”.	<p>Mr Buss responded that the issue had been raised through a petition from the Local Member for Clarence and a formal response would be forthcoming. He advised that a strategic approach to prevention and management of bullying and harassment was being developed in the Clarence which includes:</p> <ul style="list-style-type: none"> • Recruitment of an anti-bullying & harassment coordinator who is rolling out a strategic education and training framework in the Clarence in the new year. • Psychological wellbeing will be included in the training. • Specific concerns will be dealt with on a case by case basis. • A Working Party will be established in the District to examine ways to address and implement the strategies. <p>Mr Kelly expressed concern that as the HSU hadn't been involved or informed of action taken by the District, it was difficult to inform members of that action.</p> <p>Mr Murphy clarified that NSWNMA expressed member concerns about staffing, fatigue and WHS implications and he was unaware of concerns about bullying.</p>	<p>Mr Buss is meet with the HSU to discuss and explain what action the LHD is taking to address the issue of bullying and harassment in the workplace.</p> <p>Mr Jones will take concerns about staffing, fatigue and implications to WHS on notice.</p>
6.3.5	Budget cuts to NSW Health and the impact on NNSWLHD	<p>Mr Jones emphasised there hadn't been any budget cuts in NSW Health; that every LHD received an increase in 2019/20 budget compared with 2018/19 budget.</p> <p>NNSWLHD received one of the highest budget increases in the state due to the activity over the last couple of years.</p>	Completed – no action
6.3.6	Request to increase JCC representatives from four to eight.	Mr Jones advised that NNSWLHD mirrors the State Policy which is four representatives. Any change would need to be raised with Phil Minns at MoH.	Completed - no action
6.3.7	ED Staffing Profiles	Mr Murphy queried whether there would be FTE cuts at Murwillumbah, Maclean and Byron with an increase at Ballina ED nursing following a review of ED staffing profiles.	Completed – no action

No.	Item/Issue	Comments/Discussion	
		<p>Mr Jones responded that Byron and Ballina will receive an increase. The status quo would remain until discussions occur and the LHD proposal was sent to the association for feedback yesterday.</p> <p>Ms Duffy mentioned that the Association was asked to nominate staff who can attend a meeting in the New Year with Lynne Weir and Katharine Duffy.</p>	
6.3.8	Bush Fires at Bonalbo and Urbenville	<p>Mr Murphy queried whether staff at Bonalbo and Urbenville had been offered FACS, Special or other leave due to the fires?</p> <p>Mr Jones expressed sympathy to staff impacted by fires adding that a lot of information had been provided to staff about the availability of leave. A substantial amount of FACS leave had already been approved and some staff had been asked to work from Casino to continue service provision.</p>	Completed – no action
6.3.9	Meal breaks for Security in HDU	<p>Mr Oddie reported that security staff in Mental Health HDU were not receiving meal breaks.</p> <p>Mr Jones requested Ms Robinson examine the issue broadly once information has been received from HSU with specifics.</p>	HSU is to provide specific information on staff and their meal breaks in mental health.
6.4 Australian Salaried Medical Officers' Federation NSW (ASMOF)			
6.4.1		NIL	
7. Correspondence			
7.1		Nil	
8. General Business			

No.	Item/Issue	Comments/Discussion	
8.1.1	Industrial Mailbox	Mr Buss reminded Committee members about the use of a generic email mailbox for communicating Industrial matters which is NNSWLHD-Industrial@health.nsw.gov.au .	Completed – no action
8.1.2	Capital Works Report	Mr Long spoke to his report and opened the meeting to questions, which there were none.	FYI - no action
8.1.3	Relationship between finance and Business Managers	The Chief Financial Officer would like to remind committee members that discussions are continuing about the relationship between finance and business managers.	Completed – no action
8.1.9	TTH	<p>Ms Weir mentioned that a new pod will be placed on the helicopter pad at TTH. L4 of TTH will move into that pod and L4 will provide clinics. The previous idea of moving to the Allan Millard Room will not proceed and formal advice will be provided to the Unions.</p> <p>Mr Jones acknowledged and thanked staff and union members for providing a good quality service during an exceptionally busy and challenging year.</p>	Completed – no action
9. New Business			

No.	Item/Issue	Comments/Discussion	
9.1.1	Leave for RFS Volunteers	<p>Mr Kelly queried what leave provisions exist for volunteer RFS and SES members whose services who may be required over summer but technically not considered a state of emergency.</p> <p>Mr Jones responded that he would take the issue on notice and seek advice at a state level. He suggested that the HSU Secretary could raise the issue with Phil Minns at the MoH as the issue was broader than the local level.</p>	Mr Kelly is to suggest that the HSU Secretary raise the issue with Phil Minns at the MoH.
9.1.2	48 Allied Health staff promised at the election	<p>Mr Kelly requested an update on the 48 Allied Health staff promised at the last election.</p> <p>Mr Jones advised that the additional nursing 6 hours per patient day commitment will commence 23 February 2020 in Casino and Maclean. Further Allied Health and nursing hours per patient day are expected to be rolled out in 20/21 financial year.</p>	Completed – no action
9.1.3	Community Health Review	<p>Mr Kelly requested an update on the Community Health Review.</p> <p>Mr Jones advised that an update would be provided later today.</p>	Completed – no action
9.1.4	ED presentations	<p>Mr Kelly asked what services will be provided over the Christmas New Year period due to the increased presentations resulting from smoke related respiratory difficulties.</p> <p>Mr Jones advised that the matter would be examined with the Clinical Operations Director next week.</p>	Completed
9.1.5	F Block access to Mental Health in an emergency	Mr Oddie advised that currently there is no access to F Block directly into Mental Health which puts staff at risk when responding to an emergency. Security need to take 3 lifts to get from F block to Mental Health.	Ms Robinson gave an undertaking to meet with Mr Oddie and the HSU to examine the issue.

No.	Item/Issue	Comments/Discussion	
10. Tabled for Noting			
10.1		Nil	
11. Next Meeting: 11 March 2020			

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