

Minutes

SVHNS Joint Consultative Committee Meeting

Date: Monday 24 April 2023

Time: 2:00pm - 3:00pm

Venue: Microsoft Teams Meeting

Members:	<p>Ms Amy France Ms Anna McFadgen Ms Anna Thornton Ms Andrea Herring Ms Caroline Farmer Mr Chris Ball Mr Dominic Le Lievre Mr Gerry Carr Mr Kevin Luong Ms Laura Aussel Ms Margaret Lazar Mr Rio Pun Mr Randall Millington Ms Elishka Skelding Ms Jodi Gough Deanne Irwin Damien-Davis Frank Tully Palmer Scarlett McAlary</p>	<p><i>Acting</i> Workplace Relations Manager Executive Director Strategy, Planning & Partnerships Executive Director Nursing Executive Director Patient Safety & Experience <i>Acting</i> Executive Director Acute Care Services Executive Director Innovation and Improvement Executive Director Integrated Services Senior People & Culture Manager Executive Director Medical Services Acting People & Culture Manager Executive Director Allied Health <i>Acting</i> Executive Director of People & Culture (Chair) HSU Representative ASMOF Industrial Officer NSW NMA Representative SVHNS, HSU Delegate SVHNS, NSW NMA Delegate SVHNS, NSW NMA Delegate SVHNS, NSW NMA Delegate</p>
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Apologies: Margaret Lazar

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

Agenda Items		
	Safety Briefing	Chair
Acknowledgement		
<p>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.</p>		
No	Item	Responsible
	Previous Minutes & Actions from 27 February 2023	
1	Rio Pun, Acting Executive Director of People & Culture opened the Joint Consultative Committee meeting on Monday 24 April 2023. Minutes from the previous meeting held on 27 February 2023 were accepted as a true and accurate record by Amy France and second by Jodi Gough.	Chair
2	<p>General update</p> <ul style="list-style-type: none"> Hospital Performance <p>Caroline Farmer, Acting Executive Director of Acute Care Services provided a brief update on the Hospital's performance. The following was noted:</p>	Caroline Farmer

	<ul style="list-style-type: none"> - We are seeing an increase in covid presentations in the ED - No significant bad days to report although still not meeting KPIs in the ED - Work remains in progress to get surgical activity back to 18/19. ~2% off the mark and continue to work through this. - Carol recently attended a winter forum in the northern hemisphere with members from Canada, UK and Ireland. These countries have reported it has been the worst winter they have ever had. Will be interesting to see if this translates to us over winter. Three primary issues of concern to note are covid, flu and RSV. - SVHNS new Executive Director of Acute Care Services starts 1 May 2023. - Winter planning is well underway and a report has been sent to the Ministry seeking support in these areas. <p>Rio Pun thanked Carol for her positive influence and contribution with St Vincent's Hospital Sydney. Carol finishes with SVHNS on 5 May 2023.</p> <ul style="list-style-type: none"> • Surgical Activity Plan <p>A range of work is being undertaken by the Innovation and Improvement team with MediHotels, HiTH and the discharge collective across wards. The team are looking at how we get patients out of the hospital quicker and at the right time.</p> <ul style="list-style-type: none"> • Cahill Cator Redevelopment update <p>Still no formal funding commitment on SVHNS Cahill Cator Redevelopment. Next milestone will be the upcoming state budget which is due to take place in June. Anna McFadgen informed the Committee planning has been put on hold while we wait for funding commitment. Further updates will be provided in due course.</p> <ul style="list-style-type: none"> • SafeZone Implementation <p>Dominic Le Lievre informed members on the implementation of the SafeZone plan for Integrated Services at SVHNS. Consultation with industrial bodies on the SafeZone implementation took place a couple of weeks ago. Great conversations were had around violence and aggression and risk in the community. On the same day, SVHNS had an all-staff town hall and subsequently progressed into a period of industrial consultation that closed out on 20 April. There has been no formal correspondence from industrial bodies back to SVHNS as part of the consultation process. A project officer has been appointed to lead the implementation and a robust plan has been staged over 3 phases. A post-evaluation will be undertaken at each phase ensuring the team are able to move through to the next stage right up until the full implementation.</p> <p>The following comments were noted;</p> <ul style="list-style-type: none"> - Randall Millington noted it will take a minimum of two weeks to receive any correspondence from HSU and requested to sight document of the staged rollout plan. <p>ACTION: DLL to provide a high-level copy of the staged rollout plan to Randall Millington.</p>	<p>Caroline Farmer</p> <p>Anna McFadgen</p> <p>Dominic Le Lievre</p>
3	SVHNS Covid update	

	<p>Kevin Luong, SVHNS HSFAC provided a brief update on COVID-19. The following was noted:</p> <ul style="list-style-type: none"> - Number of covid inpatients steadily increasing state-wide - Based on reports from MoH, there doesn't seem to be a single particular variant of concern other than there are multiple variants circulating through the community - SVHNS are managing this situation as it comes and has been encouraging staff to get their booster shots if they meet the criteria; (Either 6 months from last infection or 12 months from last booster) - Staff are being encouraged to get vaccinated at their local GP providers as there is no funding to provide this onsite. 	Kevin Luong (Duty HSFAC)
4	<p>HR update</p> <ul style="list-style-type: none"> • Enterprise Agreements <p>A review of the Medical Officers Agreement is nearing completion. Gerry Carr informed members relevant unions will soon be notified of the process.</p> <ul style="list-style-type: none"> • Site visits <p>Union representatives were reminded to provide courtesy notification when visiting the facility. Contact was recently made by staff last week of an unannounced visit. The following comment was noted:</p> <ul style="list-style-type: none"> - Shiraz Abdulla acknowledged there have been no issues with NSWNMA as Jodie Gough has always provided sufficient notice - Randall Millington (HSU) noted he will do his best to notify the facility if and when there are any deviates from the existing fortnightly scheduled visits. <ul style="list-style-type: none"> • Staff survey <p>St Vincent's Health Australia Staff Survey is due to commence 1 May – 15 May 2023. The survey includes questions covering culture, employee safety, employee engagement, and patient safety in one quick and simple-to-complete survey. A range of small local events will be held on-site to promote the staff survey during this period. Reminder for all to inform their members and staff to participate as robustly as possible.</p>	<p>Gerry Carr</p> <p>Rio Pun</p> <p>Rio Pun</p>
5	<p>Other business</p> <p>NSWNMA</p> <p>Jodie Gough advised the Committee she has not received an invitation to the Reasonable Workloads Committee and would like to confirm who sits on this from a Nursing point of view. Shiraz Abdulla advised the Nursing Workforce Manager leads the Reasonable Workloads Committee and has been on leave. In light of this, SA will follow up and is able to provide a term of reference for information.</p> <p>Jodie Gough also added there is still pushback from some Nursing Unit Managers (NUM) declining members to attend education sessions delivered by NSWNMA. Members of the NSWNMA are entitled to 12 days of trade union leave to attend education session. A request was made for this matter to be followed up at the next local NUM meetings ensuring</p>	

	<p>members are aware this leave entitlement is covered in their Award and are given the opportunity to attend.</p> <p>ACTION: SA to table trade union leave entitlements for awareness and discussion at local NUM meeting.</p> <p>ASMOF Elishka Skelding, ASMOF Industrial Officer informed the Committee that positive communication has been received on the action of delayed TESL applications. Clarification to be sought on the current interpretation and eligibility of granting study leave. Currently, there are concerns study leave is being denied based on individuals who have excess annual leave accruals.</p> <p>Kevin Luong noted applications are being denied on the basis of operational requirements and where an individual has ADOs or annual leave to use by taking those balances instead.</p> <p>ACTION: KL to formalise a separate meeting with ASMOF to confirm TESL eligibility.</p>	
	Next meeting date: Monday 26 June 2023	For information

Action Log

Date	Details	Assigned	Progress
24/04/2023	Provide a high-level copy of the staged rollout plan for the SafeZone implementation to Randall Millington. 24/04/23 – Attach with meeting minutes.	DLL	Closed
24/04/2023	Extend an invitation to Jodi Gough to the Reasonable Workloads Committee the provide terms of reference.	SA	
24/04/2023	Table NSWNMA trade union leave entitlements for awareness and discussion at local NUM meeting.	SA	
24/04/2023	Formalise meeting with ASMOF to confirm TESL eligibility.	KL	Closed
27/02/2023	Confirm the number of non-nursing HSR's being considered for SAS, PECC, PANDA and ED. 24/04/23 - RP confirmed that there are no requests from HSU members or non-nursing HSR's from the above stated areas. In ED, a nursing specific work group has been formed and 3 nursing specific HSRs will be appointed. RM to check in with members and see if they have been made aware of the HSR process.	RP	Closed
27/02/2023	ED to provide a safe median trigger number for inclusions to Escalation Plan 24/04/23 – SA confirmed the team have provided this.	DDF	Closed
27/02/2023	Email Ms Jodi Gough a copy of SVHNS Hospital Escalation Plan once published.	AT	
27/02/2023	Confirm and email Ms Jodi Gough fit testing arrangements for new graduates. 24/04/23 – JG confirmed action item closed.	AT	Closed
27/02/2023	Email Mr Randall Millington a vacancy report of HSU-related classifications. 24/04/23 – Vacancy report sent to RM.	RP	Closed

Attendance Record

Name Title	27/02/23	24/04/23				
Ms Amy France Acting Workplace Relations Manager	☑	☑				
Ms Anna McFadgen Executive Director Strategy, Planning & Partnerships	☑	☑				
Ms Anna Thornton Executive Director Nursing	☑	Shiraz Abdullah				
Ms Andrea Herring Executive Director Patient Safety & Experience	AP	-				
Ms Caroline Farmer Acting Executive Director Acute Care Services	☑	☑				
Mr Chris Ball Executive Director Innovation and Improvement	AP	-				
Mr Dominic Le Lievre Executive Director Integrated Services	☑	☑				
Mr Gerry Carr Senior People & Culture Manager	☑	☑				
Mr Kevin Luong Executive Director Medical Services	AP	☑				
Ms Laura Aussel Acting People & Culture Manager	☑	☑				
Ms Margaret Lazar Executive Director Allied Health	☑	Melissa Armstrong				
Mr Rio Pun Senior People & Culture Business Partner	☑	☑				
Mr Randall Millington HSU Representative	☑	☑				
Ms Elishka Skelding		☑				
Ms Michelle Picone ASMOF Industrial Officer	AP					
Ms Jodi Gough NSW NMA Representative	☑	☑				
Deanne Irwin HSU Staff Representative	☑	-				
Damien-Davis Frank NSW NMA Staff Representative	☑	-				
Tully Palmer NSW NMA Staff Representative	-	-				
Scarlett McAlary NSW NMA Staff Representative	-	-				
Sokly Nhek Secretariat	☑	AP				