

Meeting name	Sydney Children's Hospital Network (SCHN) Board
Date	Thursday 7 May, 2020
Time(s)	8:30 – 10:00am – SCHN Board Meeting
Location	Zoom meeting
Membership	SCHN Board members Ms Elizabeth Crouch AM (Chair), Mr David Nott (Deputy Chair), Professor Donna Waters, Professor Louise Baur AM, Dr Abby Bloom, Mr Jack Ford, Ms Jane Freudenstein, Dr Elizabeth McEntyre, Mr Bruce MacDiarmid, Professor Kim Oates AM, Mr Jeremy Wright, Professor Les White AM Ex officio invitees Adjunct Associate Prof Cheryl McCullagh, Interim Chief Executive, Dr Kathryn Carmo (MSC CHW Chair), Dr Michael Solomon (MSC SCH Chair), Dr Mary McCaskill (Executive Medical Director, SCHN), Mr Colin Murray (Director of Finance and Corporate Services, SCHN), Dr Matthew O'Meara (NSW Chief Paediatrician), In attendance Dr Joanne Ging (A/Director Clinical Operations) Prof Chris Cowell (Director of Research) Ms Emma Cuell, Executive Projects Ms Julia Millen, Executive Assistant to Chief Executive (Board Secretariat)
Secretariat:	Ms Julia Millen, Executive Assistant to Chief Executive Phone: (02) 9845 3327

Item	Description	Responsibility	Page No.	Time (mins)	Action required
1.0	In Camera Session	Chair	-	20 min	Noting
2.0	Administrative matters			5min	
2.1	Acknowledgement of Country	Chair	-		Noting
	<p>Dr Abby Bloom acknowledged the traditional owners of the land, leaders past, present and emerging, and all the peoples who inhabit or have inhabited the entire length and breadth of our state. Dr Bloom reflected on last few months of extraordinary circumstances of extreme drought, fire, flood and now disease, noting the traditional owners of this land survived and thrived for thousands of years in these same conditions, and further honoured them for their deep knowledge and abiding care of land, water and living things.</p>				
2.2	Attendance and Apologies	Chair	-		
	<p>Present (SCHN Board members): Ms Elizabeth Crouch AM (Chair), Mr David Nott (Deputy Chair), Professor Donna Waters, Professor Louise Baur AM, Dr Abby Bloom, Mr Jack Ford, Ms Jane Freudenstein, Dr Elizabeth McEntyre, Mr Bruce MacDiarmid, Professor Kim Oates AM, Mr Jeremy Wright, Professor Les White AM.</p> <p>Present (Ex officio invitees): Adjunct Associate Prof Cheryl McCullagh (Interim Chief Executive), Dr Kathryn Carmo (MSC CHW Chair), Dr Mary McCaskill (Executive Medical Director, SCHN), Mr Colin Murray (Director of Finance and Corporate Services, SCHN), Dr Matthew O'Meara (NSW Chief Paediatrician); (Attendees): Dr Joanne Ging (A/Director Clinical Operations), Prof Chris Cowell (Director of Research).</p> <p>Apologies: Dr Michael Solomon (MSC SCH Chair).</p>				
2.3	Declaration of Conflicts of Interest	Chair	-		Declaration
	<p>Nil</p>				
2.4	Review of Minutes of meetings held:	Chair	-		Approval
	<p>- 23 April 2020 The minutes were accepted as a true record of the meeting.</p>				
Matters for discussion					
3.0	COVID-19 update			20 min	Discussion

The Chief Executive commented the SCHN continues to work diligently on emergency response procedures, led by the Network Incident Controller and Director of Clinical Governance and Medical Administration (DCG&MA), Dr Mary McCaskill.

DCG&MA commented the Emergency Operations Centre (EOC) Planning team is working on the SCHN pandemic matrix / plan, identifying actions and activities for each pandemic phase for teams including workforce, clinical, logistics and supply, and finance. The Network is increasing elective surgery and outpatient activity recognising social distancing requirements. Work is underway to plan a return to business as usual recognising we will continue to work in a pandemic impacted environment for some time some time.

DCG&MA commented on the risk associated with the concept of outbreaks and impacts on delivery of services, and will present a report to the next board meeting outlining how the Network is planning to mitigate that risk.

Members noted their approval of the EOC's consistent, clear and coordinated COVID-19 messaging. Members commented on telehealth services and queried the Network's capacity to provide:

- effective Wi-Fi connectivity and video cameras onsite,
- a suitable service for vulnerable families experiencing limited or no access to internet and phone connections,
- ongoing interpreter services within the Network in the telehealth environment.

DCGM&A advised the Network has moved quickly into its current state and has mapped issues which could impact the provision of effective telehealth services, noting Optus is providing local internet access for some socially disadvantaged patients. Dedicated telehealth rooms have been set up at SCH, and CHW is increasing the number of video cameras available for clinical work. The Network Telehealth coordinator and team is working hard to resource and support the Network's move into telehealth services. The CE commented on work underway to prepare a post covid-19 vision of virtual care services, and the Ministry has undertaken to provide a \$500K investment in a broader virtual based system to manage patients.

Members observed that COVID-19 will precipitate a backlog of unmet demand that may have implications for the future of the health system. The CE commented that although activity has been reduced, the Network has continued to focus on urgent and important cases and planned activity is now increasing. The Director Clinical Operations (DCO) noted extra surgical lists are running this weekend, and operationally the Network will continue to select teams to do the right work at the right time. The Chief Paediatrician noted Emergency Department presentations are 50% of usual numbers and commented SCHN has produced a video for social media with key messaging that it's safe to come to hospital.

Members requested an update on PPE stock and availability. DCG&MA commented NSW Health continues to manage the supply of PPE, and the Network is conducting weekly audits on PPE usage and requirements. Staff are becoming accustomed to the different types of PPE provided, and are working on reducing the different levels of gowns used. A PPE predictor tool is available to review the standard usage of PPE given patient numbers. The EOC Planning team are promoting PPE training online, and the Network has introduced PPE 'spotters' to oversee staff while they put on and remove their PPE items.

Members noted concern over the COVID-19 impact on neighbouring countries and asked if the Network has some way of providing knowledge, expertise and support. DCG&MA noted our capacity to provide paediatric advice as needed to support areas in our region particularly through Sydney Child Health Program participants.

Action: DCG&MA will provide information to the Board on the potential risk for SCHN associated with COVID-19 outbreaks and impacts on delivery of service.

4.0 Quality and Safety Report

10 min

Discussion

The report was noted by members. Committee Co-Chair advised the Committee last met on 28 April 2020 and will continue to meet regularly to give appropriate attention to quality and safety matters. The Co-Chair highlighted the patient story reflecting on the flexibility extended to patients and families by the Network during the COVID-19 pandemic. The Co-Chair also commented on the increase in

incidents reported during February, due to issues with cleaning or sterilisation of individual surgical equipment. This has triggered a further review with ongoing support from the Clinical Governance Unit.

5.0	Research Update	5 min	Discussion
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The report was noted by members. The Director of Research (DOR) highlighted recent research related successes including the MRFF commitment of \$67 million to expand the Zero Childhood Cancer program, commending the KCC and CCI leadership teams for their work, and the NHMRC investigator grant scheme. The DOR also provided an overview of the BRACE clinical trial comparing BCG vaccination to placebo in 10,000 healthcare workers in Australia and Holland. Members queried COVID-19 impact on current and future research and the DOR commented COVID-19 has led to a variety of cohort and registry research e.g. BRACE. Research teams are highly collaborative across the network, and interstate. The Research team is also conducting a survey to quantify how their teams are being impacted by COVID-19.

Matter for presentation

6.0	SCHN Master Planning presentation	20 min	Approval
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The CE provided the Board with an update on the SCHN redevelopment program including Westmead HealthCore Master Plan draft, CASB and Randwick progress against Master Plan.

The CE noted master planning exercises have been undertaken at both precincts over the previous months and years. The planning recognises the importance of placement for buildings, transit links and infrastructure within the overall campus, and the management of relationships between government and private entities. Board endorsement is being sought for the Westmead Health Core Framework Structure Plan, and to release the Structure Plan to the Place and Infrastructure Greater Sydney Team, DPIE to inform the Place Strategy for the Westmead Health and Innovation District.

Members recommended the presentation and plan for review by the SCHN Capital Works Committee and their advice to members.

Action: SCHN Capital Works Committee will convene in the next week to review this information and provide feedback to the SCHN Board.

Matters for Noting

7.0	Finance and Performance Report	-	Noting
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The provided report was noted as read.

8.0	Risk Reports	-	Noting
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The provided report was noted as read.

9.0	Board Committee Minutes	-	Noting
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The provided report was noted as read.

10.0	Any Other Business	-	
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Members requested an update from the Sydney Children's Hospital Foundation on current status, funding opportunities and challenges for the next year. Members noted the Chair and CE meet regularly with the SCHF Chair and CE and will request an update for a future board meeting.

11.0 Next meeting

The next meeting will be scheduled 8:30 – 10:00am on Thursday 21 May 2020.

There being no further business, the meeting closed at 10:05am.