



Ambulance Service Advisory Board

Minutes

9.00am, 17 April 2024

NSW Ambulance State Operations Centre, 10 Dawn Fraser Avenue, Olympic Park

Present: Julie Babineau, A/Advisory Board Chair
Dr Dominic Morgan, Advisory Board Member and Chief Executive
Alfa D'Amato, Advisory Board Member
Arthur Diakos, Advisory Board Member
Graeme Loy, Advisory Board Member
Lyn Baker, Advisory Board Member
Dr Patricia Saccasan Whelan, Advisory Board Member
Walter Kmet, Advisory Board Member

Apologies; Greg Mullins, Advisory Board Chair
Dave Owens, Advisory Board Member

In Attendance: Clare Beech, Executive Director, Clinical Capability, Safety and Quality
Amanda Soliman, Executive Director, People & Culture
Clare Lorenzen, Director Metropolitan Operations, Clinical Operations
Dr Sarah Coombes, Executive Director Aeromedical Operations
David Dutton, Executive Director Clinical Operations
Nirav Bajoria, A/Director, Finance
Peter Elliott, A/Executive Director Finance & Corporate Services
Alan Morrison, Associate Director, Professional Engagement and Partnerships (Item 2.1 only)
Ryan Gilchrist, Director, Office of the Chief Executive
Alan Gould, A/Associate Director, Executive Strategy and Priorities, Office of the Chief Executive
Barbara Mijacika, A/Executive Officer Boards and Committees

1. Opening and Attendance

1.1 Welcome and Acknowledgement of Country

A quorum was present and the meeting opened at 9.03am.

The Chair acknowledged the Wangal people as traditional owners of the land upon which the meeting was being held, paying respect to elders past, present and emerging and also to any Aboriginal or Torres Strait Islander people present.

1.2 Apologies

Apologies from Greg Mullins and Dave Owens were noted.

1.3 Conflicts of Interest

No conflicts of interest were declared or identified.

1.4.1 Minutes of Previous Meeting

The minutes of the Ambulance Service Advisory Board meeting of 20 March 2024 were approved as a true record of the meeting.

1.4.2 Actions Register

Updates to the Actions Register were noted, and items 126, 128, 131, and 135 were closed and included in the papers.

2 Presentations

2.1 Patient Experience Story

The Advisory Board noted a patient story that highlighted the cultural and structural issues paramedics experience when building themselves and their clinical expertise into a multidisciplinary team of facility-based healthcare workforce. In these instances, the Advisory Board noted effective policy and procedures will ensure clear roles and accountabilities can avoid future confusion and risk when paramedics are required to participate as part of a multidisciplinary team.

2.2 Net Zero Carbon Footprint by 2040 Strategy

The Advisory Board noted the Net Zero Carbon Footprint by 2040 Strategy. The Advisory Board acknowledged the work completed by NSW Ambulance.

3 Matters for Discussion

3.1 Chief Executive Report

The Advisory Board noted the Chief Executive Report.

The Advisory Board were provided a verbal update on separate incidents at Bondi Junction and Wakeley. Discussion included initial response, leadership response and continued staff welfare. It was also noted these events coincide with the anniversary of the loss of Steven Tougher.

3.2 Clinical Governance Committee Update

The Advisory Board noted the Clinical Governance Committee Update paper as an opportunity to provide an overview of clinical governance activities from the Clinical Capability, Safety and Quality Directorate. The Advisory Board found the report useful and requested this be considered within the regular agenda.

3.3 Finance Update

The Advisory Board noted the Finance Update as at the end of February 2024, including continuous improvement in forecasting the financial position for NSW Ambulance, which demonstrates the benefits of current close collaboration with the Ministry of Health Finance Branch. The Advisory Board noted a particular interest in the 30 June 2024 financial position as the end of the financial year is approaching.

3.4 Risk Management and Business Continuity Management Update

An update on Risk Management and Business Continuity Management was provided to the Advisory Board, including work underway to present a summary of extreme and high risks. The Advisory Board suggested a thematic risk representation would be a useful addition.

4 Matters for Noting

4.1 Efficiency Improvement Program

The Advisory Board noted the Efficiency Improvement Program Update.

4.2 Activity and Performance Update

The Advisory Board noted the Activity and Performance Report. The Advisory Board also noted consistent performance against STEMI, Trauma and Stroke service agreement performance indicators.

4.3 SWIFT Update

The Advisory Board noted the SWIFT Update and following the change in the SWIFT Program (the Program) delivery horizon, the Advisory Board were updated the Program will transition to a business-as-usual function monitored and reported through Workforce Planning and Programs, People & Culture.

4.4 Audit & Risk Committee Chair Memorandum

The Advisory Board noted the Audit & Risk Committee Chair Memorandum and discussed the importance of ensuring agreed management actions continue to be developed with due consideration to any limitations raised by management.

4.5 NSW Ambulance Patient Charter

The Advisory Board noted the NSW Ambulance Patient Charter.

4.6 NSW Ambulance Consumer and Community Engagement Plan

The Advisory Board noted the NSW Ambulance Consumer and Community Engagement Plan as an excellent demonstration of organisational maturity.

4.7 Committee Minutes

The Advisory Board noted the Committee Minutes.

6 General Business

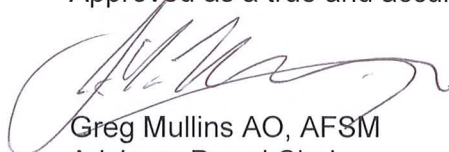
The Advisory Board commended management's ability to maintain effective operations despite recent events.

Next meeting and close

The next meeting will be held at the new NSW Ambulance State Operations Centre, Homebush at 9am, 15 May 2024.

The meeting closed at 12.03pm and was followed by an in-camera session.

Approved as a true and accurate record of the meeting:



Greg Mullins AO, AFSM
Advisory Board Chair

Date: 15/5/24