

6 November 2025  
 12:30pm-13:30pm  
 Concord Hospital & virtual

# Agenda

## HSNSW & SLHD Local Consultative Committee

### Apologies - Nil

<b>Acknowledgement of Country</b>	<p>I would like to begin by acknowledging the Traditional Custodians of the land on which we are all on today, and pay my respects to their Elders past, present and future.</p> <p>I extend that respect to Aboriginal and Torres Strait Islander colleagues here today.</p>
<b>Attendees</b>	<p>HSNSW – Mark Allen – GM; Stephen Jaywardene (Concord); Karen McCann (RPA Manager); Zainebia Sarrafali (Balmain Site Supervisor); Sheevi Sharma (Canterbury Site Supervisor)</p> <p>HSU – Randall Millington (HSO Organiser); Michelle Woodland (Concord Site Delegate); Doris Borg (RPA HSU Delegate)</p>
<b>Minutes of the previous meeting</b>	Nil
<b>Actions arising from the previous meeting</b>	Nil
<b>Business items</b>	Meeting Framework standing items
<b>Item 1: Recruitment Update &amp; Vacancies</b>	If required, provide staff establishment. Discussion did include examples (mainly SSE related) where permanent positions were being advertised as temporary without a valid reason
<b>Item 2: Work, Health &amp; Safety</b>	Risk assessments, incidents, learnings, new equipment, changes to workflows or processes to be included in this area for discussion
<b>Item 3: Redevelopments/Projects</b>	Speaks for itself but may be focused on travel/distance to new buildings, projects requiring labour resourcing & items of a similar nature

**Item** Finishing discussion with a good news story, what’s working well, achievements through these meetings, etc.

**Finishing on a “high note”**

**Action Item Summary**

1. Draft Terms of Reference (ToR) were tabled for review. To be endorsed by HSU & HSNSW
2. Agenda items confirmed
3. Staffing & Vacancies Information –

Site	FTE	Vacancies	Recruitment Status
Concord	100	4 x FT 9 x PT	All are at various stages of recruitment after interviews
Balmain	12	2 x FT 3 x PT	Currently being advertised
RPA	95.36	2 x FT 9 x PT	PT interviews held Advertising FT positions
Canterbury	18.24	2 x PT	To be advertised due to recent resignations

4. WH&S – No actions
5. Redevelopments/Projects – No actions
6. Noted by RM that as the other Shared Service disciplines transition to HealthShare, there will be additional delegates joining the meeting.

**Next meeting** February 2026, date/time TBC