

Action Log

1. Open items						
#	Date Listed	Item	Action/ Discussion	Responsibility	Due Date	Status
1.	18/03/2026	Training of health and safety representatives	17/06/2026: Held over. L Anderson to set up a meeting to finalise. 18/03/2026: Organiser, HSU and Director, Operations and Corporate Governance to meet to discuss training for HSRs.	Director, Operations and Corporate Governance	17 June 2026	Ongoing
2.	17/06/2026	FTE Vacancies	17/06/2026: New. Director, Operations and Corporate Governance to investigate the potential for the cleaner that visits RPA Health One in the community to clean Safe Haven.	Director, Operations and Corporate Governance	16 September 2026	New
3.	17/06/2026	Award modernisation survey	17/06/2026: New. Manager, Workforce to circulate the QR code containing the survey for allied health awards around to relevant staff.	Manager, Workforce	16 September 2026	New
4.	17/06/2026	eMR alerts	17/06/2026: New. The Director, Clinical Governance to review the ability for staff including nursing staff, to raise an alert in eMR.	Director, Clinical Governance	16 September 2026	New
5.	17/06/2026	Home Visit Procedure	17/06/2026: New. The Director, Clinical Governance to share the Working in the Community - Home Visiting Procedure (SLHD_PCP2026_033) with the Committee.	The Director, Clinical Governance	16 September 2026	New

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2. Closed items					
#	Date Listed	Item	Action/ Discussion	Responsibility	Date Closed
1.	18/03/2026	List of health and safety representatives	<p>17/06/2026: L Anderson will distribute following the meeting to members of the Committee. This was completed via email. Close.</p> <p>18/03/2026: Director, Operations and Corporate Governance to provide list of HSRs including names and roles and when their term ends.</p>	Director, Operations and Corporate Governance	17 June 2026
2.	18/03/2026	Terms of Reference	<p>17/06/2026: Terms of reference were endorsed. To be signed off and circulated to the Committee. Close.</p> <p>18/03/2026: Terms of reference to be sent out and endorsed.</p>	Executive Officer	17 June 2026
3.	18/03/2026	In charge allowance for after hours registrars	<p>17/06/2026: Closed. Information has been provided to Organiser, ASMOF.</p> <ul style="list-style-type: none"> - 18/03/2026: ASMOF to provide information regarding their request for in-charge allowance for after hours registrars to General Manager 	Organiser, ASMOF	17 June 2026
4.	18/03/2026	Motor Vehicle Drivers	<p>17/06/2026: Closed. This was circulated to the Committee.</p> <ul style="list-style-type: none"> - 18/03/2026: Organiser, HSU to meet with Director, Operations and Corporate Governance to discuss Motor Vehicle Drivers regarding pay and award. 	Organiser, HSU	17 June 2026
5.	18/03/2026	NSWNMA Strikes	<p>17/06/2026: Meeting was held and recognition from new leadership was appreciated.</p> <ul style="list-style-type: none"> - 18/03/2026: NSWNMA Delegate (Peter Dixon) to meet with Director, Nursing to discuss reflections and potential improvement in the event of further strike action 	Delegate, NSWNMA	17 June 2026
6.	18/03/2026	Mental Health Report	<p>17/06/2026: Meetings with other facilities have advised that written reports aren't provided. This will not be provided to</p>	General Manager	17 June 2026

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			<p>remain in line with the rest of the District.</p> <ul style="list-style-type: none"> - 18/03/2026: Mental Health report to be tabled at the next meeting 		
7.	18/03/2026	Senior medical workforce vacancies	<p>17/06/2026: In line with ministerial direction, not providing service-wide vacancy data. However, for specific concerns about vacancies can be reviewed. This recruitment pipeline can be discussed in the medical update.</p> <p>18/03/2026: Request from ASMOF for information on senior medical workforce vacancies and location.</p> <ul style="list-style-type: none"> - Mental Health to follow up request on senior medical workforce vacancies and provide to ASMOF, as able. 	Clinical Director	17 June 2026
8.	18/03/2026	Clinical environments across Professor Marie Bashir Centre	<p>17/06/2026: Meeting held this morning.</p> <ul style="list-style-type: none"> - 18/03/2026: NSWNMA Delegate (Sam Taylor) and to meet to with Director, Nursing to discuss further opportunities to improve safety within the MAU 	Director, Nursing	17 June 2026