



**Nepean Blue Mountains Local Health District
 Board Meeting**

DATE: 17 February 2021 TIME: 4.30pm – 6.00 pm
 VENUE: ICET West Block Nepean Hospital

MINUTES

Attendees: (P) Present (A) Apology (Ab) Absent

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Greg Allchin (Deputy Chair)	P
Mr Murray Austin	P	Mr Joseph Grassi	P
Mr Robert Lagaida	P	Dr Nhi Nguyen	P
Professor Ian Seppelt	P	Dr Linda McQueen	P
Ms Kath Skinner	A	Mr Gary Smith	P
Mr Clarke Scott	P	Associate Professor Stephen Fuller	A
Dr Peta Seaton, AM	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Ms Clair Ramsden, Executive Director Operations (via Skype)	Ab
Ms Jacqui Clark, Executive Director People & Culture (via Skype)	P	Ms Julie Williams, Executive Director Nursing & Midwifery (via Skype)	A
Mr Steven Black, Executive Director Finance & Corporate Services (via Skype)	P	Dr Karen Arblaster, A/Director Allied & Population Health (via Skype)	P
Ms Rasha Kiswani, Director Planning (via Skype)	P	Ms Debbie Wyburd, Executive Director Clinical Governance (via Skype)	A
Mr Paul Grocott, A/Director Media & Communications (via Skype)	P	Ms Kim Maddock, A/Executive Director Nursing & Midwifery (via Skype)	P
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council	P	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council (via Skype)	P
Dr Daniel Pellen, Mental Health Medical Staff Council (via Skype)	A		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay (via Skype)	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair welcomed attendees to the first Nepean Blue Mountains Local Health District (NBMLHD) Board meeting 2021 and opened with an acknowledgment of country. Apologies were noted.

2. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. None were advised.

3. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 9 December 2020 were accepted as a true and accurate record of the meeting.

Moved: Mr Allchin
Seconded: Mr Smith

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

The Chair officially welcomed Dr Nhi Nguyen and Mr Robert Lagaida as newly appointed Board members. The Chair noted that Dr Nguyen and Mr Lagaida are very well known throughout the District and will be an asset for the Board.

The Chair reported on a meeting of the Greater Western Sydney Health Partnership (NBMLHD, South Western Sydney LHD and Western Sydney LHD). The meeting was attended by respective Chairs and Chief Executives. Members noted that discussion included funding for services in Western suburbs compared to the Eastern suburbs.

The Chair welcomed Dr Eddy Fischer, newly elected Chair, Nepean Medical Staff Council, to the Board meeting.

5. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive Report for the month of February 2021. The Chief Executive highlighted the following:

Healthy People and Communities

COVID-19 Update

The Chief Executive reported that it has been 32 days since there has been any locally acquired cases in State of NSW. Members noted that all recent cases are returning travellers or air crew.

Residential Aged Care Facilities

The Chief Executive reported on the Aged Care Quality Safety Commission review of Lithgow Aged Care.

Elective Surgery

The Chief Executive reported that the District has been approved for a further \$2.9M (230 procedures) for additional surgical activity to reduce the waitlist due to COVID-19 service restrictions.

Vaccination program

Members were provided with information about the role of NSW Health in the Vaccination Program. The Chief Executive stated that the Premier has announced the Vaccination program will commence from Monday, 22 February with NBMLHD staff attending a vaccination hub from Tuesday. The Chief Executive reported that Ms Maddock is coordinating the NBMLHD staff vaccination program for the LHD. Members were advised that 1a priority staff will be vaccinated through the Westmead Hub and at some point a vaccination centre will be opened on Nepean campus to allow other staff to be vaccinated.

Health Outcomes and access to Health and Hospital Services in rural, regional and remote New South Wales Inquiry

The Chief Executive reported that submissions to the Inquiry closed on 15 January. Members were advised that some Blue Mountains residents have made submissions supporting the development of a new hospital.

The Chair advised correspondence has recently been sent to the NSW Health Minister, the Hon. Brad Hazzard, highlighting the priority of a new build in the Blue Mountains as identified in the District's Asset Strategic Plan. Mr Allchin noted that the forthcoming elections (Federal and State) provided opportunities for advocacy.

Lithgow Community Private

The Chief Executive noted Lithgow Community Private's recent successful accreditation survey.

Exceptional Patient and Consumer Experiences and Outcomes

Nepean Hospital Capacity

The Chief Executive reported that the Christmas and New Year period is usually the time when hospital capacity can be reduced allowing the maximum number of staff to take annual leave. This was not the case this year and with the higher than usual volumes of elective cases earlier in January and high volumes of patients presenting to the Emergency Department Nepean has been operating at and beyond capacity.

The Chief Executive reported that whilst no consolation to our staff or patients, similar issues are being experienced across the system generally, particularly the Sydney metropolitan area. There is speculation that there may be a link between delayed access to services due to COVID-19 in 2020 and current activity but no definite causes identified.

Western Renal Service (WRS)

The Chief Executive reported on the partnership with Western Sydney Local Health District to deliver renal services across both LHDs. Dialysis services (peritoneal, at home and in centre)

are a significant component of the service overall.

Members were advised that despite the significant efforts that are being made to reduce the incidence and impact of diabetes across both LHDs, there continues to be an increase in the need for dialysis services. The positive impact from the focus on diabetes management and prevention will take some years yet to evidence itself in reduced dialysis demand. The increase in demand is the highest in NSW.

The Chief Executive reported that a meeting has been arranged with NSW Ministry of Health to discuss the challenges facing the WRS and the need for identified funding for this service at a rate higher than standard growth across the system.

Electronic Surgical Booking System

The Chief Executive highlighted that NBMLHD is now live with an online Surgical Booking System. These are exciting times as we are the first LHD within NSW Health to move to an electronic Request for Admission (RFA). The NBMLHD Surgical Booking System allows greater transparency and access to RFAs is available from any computer or internet capable device.

Members noted that the new system has a number of benefits, including:

- Informing the patient early in their journey of their surgery date
- Commissioning outpatient services at the start of the elective surgery journey and providing access to information
- Ensuring all tasks are identified and completed for every patient before day of surgery
- Utilising technology to help eliminate breaches and support an efficient service

The Chief Executive brought attention to the positive feedback received by all users of the system.

Palliative Care Services

The Chief Executive reported that the option of continuation of some variation on the Palliative Care Home Support (PEACH) program in conjunction with South Western Sydney Local Health District is now looking unlikely. The Chief Executive reported on the plan for alternate funding provided by NSW Ministry of Health that provides staff costs (2fte) and funding for non-clinical home support packages.

Mr Smith brought attention to Non-Government organisations that provide some Palliative Care Services.

Maternity Services Review

The Chief Executive reported that the District has received the Maternity Resilience Report from the Clinical Excellence Commission. The recommendations are being worked through, led by the Executive Director Clinical Governance.

Talented, Happy and Engaged Workforce

Career Pathway Guides

The Chief Executive reported that NBMLHD has created their own Career Pathway Guide and associated Support Tools. The Career Pathway Guides and Tools will identify essential knowledge, skills and attributes required by staff to perform competently in their roles, while

ensuring optimal delivery of services is provided to their patients, customers or consumers. These pathways will be linked to education and training support and mapped into MyHealth Learning (the Health Education & Training Institute statewide website).

Members were advised that the Career Pathway Guides are profession specific:

- Administrative Officer Career Pathway Guide
- Allied Health Career Pathway Guide
- Corporate Services Career Pathway Guide
- Oral Health Career Pathway Guide
- General Services Career Pathway Guide
- Medical Officers Career Pathway Guide
- Nursing and Midwifery Career Pathway Guide

New Graduate Nurses and Midwives

The Chief Executive reported that NBMLHD welcomed 112 new graduates in 2021, (102 Graduate Nurses and 10 Graduate Midwives). This is an increase from 107 in 2020. The Chief Executive celebrated seven (6.2%) of these new graduates are Aboriginal or Torres Strait Islander (6 Graduate Nurses and 1 Graduate Midwife).

Recognising the Exceptional Work of Australians in the COVID-19 Response

The Chief Executive reported that as part of the Australia Day Awards the Prime Minister announced a dedicated COVID-19 Honours Rolls which will be announced as part of the Queen's Birthday Honours this year. Members noted the District has submitted an application.

Hub for Research and Innovation

NBMLHD Conference: 25-26 March 2021

Members were advised that planning continues for our 2021 Conference being held on 25-26 March. Whilst a virtual conference there will be opportunities for small numbers of in person attendance at sessions.

The Chief Executive reported that there is no cost for staff to attend in person as well as virtually. The Chief Executive highlighted presentations by the Anangu Ngangkari Tjutaku Aboriginal Corporation (Traditional Healers) followed by Stan Grant.

Responsible Governance and Financial Management

January Result

The Chief Executive reported on the January year to date result of \$13.2 M unfavourable which is inclusive of \$7.3 M unfavourability for COVID expenses for which will be recouped by NSW Ministry of Health. Our full year forecast, exclusive of COVID-19 impacts, is now \$25.6 M unfavourable which is a reduction from the \$28.6 M unfavourable result projected at December 2020. In addition to this we have a projected \$23.5 M of COVID-19 related expenditure, which is assumed to be reimbursed by 30 June 2021. The Chair thanked staff for their continued support on budget management.

Hospital Peer Groups

The Chief Executive advised correspondence was sent to the Secretary, NSW Ministry of Health outlining issues of concern with regard to the NSW Public Hospital Peer Group Review 2020. Members noted that there has been a response received from the Secretary advising

that there will be further consultation, taking into account the feedback provided by the Board.

The Chief Executive reported on the collaboration with Central Coast Local Health District and Illawarra Shoalhaven Local Health District.

Hawkesbury District Health Service (HDHS) Contract

The Chief Executive provided an update on the HDHS contract.

Nepean Hospital and Integrated Ambulatory Services Redevelopment Report

Nepean Redevelopment - Stage 2

The Chief Executive reported on the Nepean Redevelopment Stage 2 final business case. A map advising all the new projects surrounding the Nepean campus is available to members on the Board Members' portal. Members highlighted that it is exciting to see the hospital precinct developing, which will benefit community.

Nepean Blue Mountains Local Health District - Restructure

The Chief Executive reported on the NBMLHD restructure.

Moved: Mr Allchin

Seconded: Chair

Action: Endorsed by the NBMLHD Board.

Section B - Appendices

COVID-19 Screening

For information.

NSW COVID-19 Immunisation Strategy

For information.

30 day Mortality Rates

For information.

HPRM 21/2772 NBMLHD Business Ethics Statement 2021

The Chief Executive reported on the NBMLHD Statement of Business Ethics. Members noted that there has been a minor amendment and that the statement is issued to all new suppliers and annually to existing suppliers. Members were advised that the Statement of Business Ethics is attached for noting.

Action: Noted by the NBMLHD Board.

Construction update

For information.

Section C

NBMLHD KPIs by Directorate

For information.

NBMLHD Emergency Department and Elective Surgery
For information.

Ministry of Health Surgical Dashboard – November 2020
For information.

Ministry of Health League Table – December 2020
For information.

Oral Health Service Profile: Activity FYTD December 2020
For information.

Media & Communications Board Report January 2021
For information.

6. FEEDBACK FROM MEDICAL STAFF COUNCIL

6.1 Nepean Medical Staff Council

The Chief Executive welcomed Dr Eddy Fischer as the Chair, Nepean Medical Staff Council. Dr Fischer reported on the following:

- Regular meeting with the General Manager, Nepean Hospital and Chief Executive, NBMLHD on a monthly basis.
- Monthly Medical Staff Council meetings.
- Review of Medical Staff Council Terms of Reference and constitution.

6.2 Blue Mountains Springwood Medical Staff Council

The Chair advised Dr Kalantar of Correspondence out HPRM 21/3798: letter to the NSW Minister for Health and Medical Research regarding Legislative Council Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural Regional and Remote NSW. Dr Kalantar reported on behalf of the Blue Mountains Springwood Medical Staff Council.

6.3 Mental Health Medical Staff Council

The Chair noted Dr Pellen as an apology.

7. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK)

The Chair noted that whilst Lizz Reay was connected, technology issues prevented her speaking to her report which will be uploaded to the Board portal.

8. NBMLHD RESEARCH & EDUCATION FOUNDATION

Mr Grassi reported that the NBMLHD Research & Education Foundation are working toward hosting a fund raising event that was deferred during COVID-19.

9. WORK, HEALTH & SAFETY

9.1 Board Members' Advice to NBMLHD Executive

Nil report.

9.2 NBMLHD Executives' Advice to Board

Nil report.

10. ACTION SHEET

Nil report.

11. CORRESPONDENCE IN

11.1 HPRM 20/44003 Email complaint to NBMLHD Board regarding Nepean Hospital West Block entrance closure from 11 December until 11 January 2021

11.2 HPRM 20/44051 Letter to the General Manager Nepean Hospital regarding suspension of Prof Dietz

11.3 HPRM 21/3707 NSW Minister for Health and Medical Research – Letter to Mr Robert Lagaida to advise appointment as a member of the NBMLHD Board

11.4 HPRM 21/3708 NSW Minister for Health and Medical Research – Letter to Dr Nhi Nguyen to advise appointment as a member of the NBMLHD Board

11.5 HPRM 21/3709 NSW Minister for Health and Medical Research – to advise of the appointment of Mr Robert Lagaida and Dr Nhi Nguyen as members of the NBMLHD Board

11.6 HPRM 21/3711 Letter from the NSW Minister for Health and Medical Research to Mr Colin Lenton for his contribution to the NBMLHD Board and conclusion of his appointment

11.7 HPRM 21/3713 Letter from the NSW Minister for Health and Medical Research to Prof Jennifer Reath for her contribution to the NBMLHD Board and conclusion of his appointment

11.8 HPRM Response from NSW Health Secretary regarding NSW Public Hospital Peer Group Review 2020

The Chair advised that the 'correspondence in' is for noting.

12. CORRESPONDENCE OUT

12.1 HPRM 20/43973 Letter of congratulations to the newly elected Chair and Vice Chairs Nepean Medical Staff Council

12.2 HPRM 20/43974 Letter of acknowledgement to Dr Gary Leong regarding his recent Australian Business Book award – Ride for Life

12.3 HPRM 20/44005 Letter from the NBMLHD Board to the Secretary NSW Health regarding NSW Public Hospital Peer Group Review 2020

12.4 HPRM 20/44178 Letter of response – David Single Board Complaint – restrictions at Nepean Hospital when attending for dialysis

12.5 HPRM 21/3798 Letter to NSW Minister for Health and Medical Research regarding Legislative Council Inquiry into Health Outcomes and Access to Health and Hospital Services in Rural Regional

and Remote NSW

The Chair advised that the ‘correspondence out is for noting.

13.COMMITTEE REPORTS

The Chair reported on the newly appointed NBMLHD Board member’s sub-committee membership.

Dr Peta Seaton	Finance & Performance
	Integrated Care Committee
Dr Nhi Nguyen	Clinical Services Strategic Development
	Workforce & Culture Committee
Mr Robert Lagaida	Audit & Risk
	Finance & Performance

13.1 Aboriginal Health

Members noted the attached Aboriginal Health Committee Quadrant Report.

13.1.1 HPRM 21/4399 Terms of Reference for Aboriginal Health Governance Committee

Mr Scott reported that the attached Terms of Reference for the Aboriginal Health Governance Committee are submitted for endorsement.

Action: Endorsed by the Board.

13.2 Audit & Risk Committee

Members noted that the next Audit & Risk Committee meeting will be held on 18 March 2021.

13.2.1 HPRM 20/42979 Audit & Risk Committee Charter updated December 2020

Members noted that the Audit & Risk Committee Charter has been updated and submitted for endorsement.

Moved: Mr Allchin

Seconded: Mr Smith

Action: Endorsed by the NBMLHD Board.

13.3 Clinical Services Strategic Development

Members noted that the next Clinical Services Strategic Development meeting will be held on 1 March 2021.

13.4 Finance & Performance

Mr Grassi reported that the next Finance & Performance Committee meeting was held on 15 February 2021. Reports are available on the NBMLHD Board portal.

13.5 Health Care Quality Committee (HCQC)

Members noted the attached Health Care Quality Committee Quadrant Report.

13.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Mr Allchin reported that the Medical & Dental Staff Appointments Advisory Committee minutes for January and February 2021 are attached for information.

13.7 Integrated Care

Mr Smith reported that the Integrated Care Committee meeting was held today and a Quadrant Report will be available for the next meeting.

Mr Smith reported on the positive media attention from re-signing of the Wentworth Healthcare and NBMLHD Memorandum of Understanding. Members noted that this is a commitment to collaborate to improve health outcomes for the community.

13.8 Research

Members noted the attached Research Committee Quadrant Report.

13.9 Workforce & Culture

Members noted the attached Workforce & Culture Committee Quadrant Report.

13.10 Work, Health & Safety Committee

Members noted the attached Work, Health & Safety Committee Report. Mr Smith reported that the Board Work, Health & Safety requirements are being met. Members noted that each facility of the District provides a quarterly checklist that ensures requirements meet the Act.

Mr Allchin brought attention to the work and dedication of the Workforce, People and Culture staff.

14 BUSINESS WITHOUT NOTICE

Nil report.

15 FOR INFORMATION ONLY

Nil report.

The meeting closed at 6.25 pm

16 NEXT MEETING

Date: Wednesday, 17 March 2021

Time: 4.00pm – 6.30pm

Venue: Nepean Hospital Executive, Meeting Room 1

Nepean Blue Mountains Local Health Board Minutes 17 February 2021.



The Hon. Peter Collins, AM, QC.

Date: 17 / 03 / 2021