

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

DATE: 17 May 2023 TIME: 4.00pm – 6.30 pm

VENUE: Boardroom,
Large Rehab Meeting Room, Lithgow Hospital

MINUTES

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

BOARD MEMBERS			
The Hon. Peter Collins, AM KC (Chair)	P	Mr Murray Austin	P
Associate Professor Stephen Fuller (via TEAMS)	P	Mr Robert Lagaida (via TEAMS)	P
Dr Nhi Nguyen (via TEAMS)	P	Dr Antonio Rombola	P
Ms Pamela Rutledge, AM	P	Dr Peta Seaton, AM (via TEAMS)	P
Professor Ian Seppelt	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services (via TEAMS)	P
Ms Jacqui Clark, Director People & Culture (via TEAMS)	P	Ms Julie Williams, Director Nursing & Midwifery (via TEAMS)	P
Mr Luke Bellman, A/Director Finance & Corporate Services (via TEAMS)	A	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships (via TEAMS)	A
Ms Vanessa Clements, Director Planning, Redevelopment & PMO (via TEAMS)	P	Ms Michael Wood, A/Director Clinical Governance (via TEAMS)	A
Mr Paul Grocott, Director Corporate Communications (via TEAMS)	P	Ms Cathy Crowe, Director Community & Integration (via TEAMS)	P
Prof Mohamed Khadra, Director Strategy & Innovation (via TEAMS)	P		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council (via TEAMS)	P	Dr Stavros Prineas, Chair Blue Mountains Medical Staff Council (via TEAMS)	Ab
Dr Daniel Pellen, Mental Health Medical Staff Council	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay (via TEAMS)	A		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the meeting with Acknowledgement to Country. Apologies were noted.

2. Wentworth Healthcare Limited (Primary Health Network)

Nil report.

3. Feedback from Medical Staff Council

The Chair welcomed the Medical Staff Council Chairs to the meeting.

3.1 Nepean Medical Staff Council

Dr Fischer reported on behalf of the Nepean Medical Staff Council, noting that vacancies in BPTs, JMOs, ATs and nursing staff remain an issue. Ongoing issues regarding business cases.

3.2 Blue Mountains Springwood Medical Staff Council

Nil report.

3.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council, noting that there were improved staffing levels with some conversation of Staff Specialists to VMOs and further VMO appointments being advised.

3.4 NBMLHD Executive Medical Staff Council

Nil report.

4. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. Nil changed were noted.

5. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 19 April 2023 were accepted as a true and accurate record of the meeting.

Moved: Dr Nguyen
Seconded: Ms Rutledge

Action: Endorsed by the NBMLHD Board.

6. CHAIRMAN'S REPORT

The Chair reported that the newly appointed NSW Minister of Health has not reached out to the District at this time. Members were advised that if an opportunity to meet with the Minister arose members they would be advised.

The Chair reported that Dr Seaton has advised she will not be applying for reappointment to the NBMLHD Board. Her appointment concludes on 30 June 2023. The Chair reported that the Minister is expected to make new appointments to Boards in the coming weeks.

The Chair brought attention to the tragic accident on the Nepean campus on Thursday, 27 April near West Block entrance. Prof Seppelt highlighted the rapid response from staff especially Dr Amy McGowan and the ICU Nurse who was also a victim of the car accident. The Chief Executive acknowledged staff members of the Redevelopment team who were first responders on the scene. The Chair emphasised the uniqueness of this accident and the shock felt across the Penrith community.

A number of members advised they are unable to attend the June Board meeting. Further details to be provided when it is clear whether a quorum will be available.

7. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive's report for the month of May 2023. The Chief Executive advised that the report will be taken as read and highlighted the following:

Healthy People & Communities

NBMLHD Accreditation Week

The Chief Executive reported that the District is currently being assessed by the Australian Council on Healthcare Standards.

Lithgow Community Private (LCP)

The Chief Executive advised that progress is being made with service agreement negotiations with LCP.

Hawkesbury District Health Service - St John of God Healthcare

The Chief Executive provided an update on the ongoing negotiations with St John of God Healthcare.

Dr Rombola declared he is a member of the Hawkesbury Medical Advisory Council

Exceptional Patient and Consumer Experiences and Outcomes

System Capacity

The Chief Executive reported on the NSW Health System capacity and highlighted that the attached reports on performance are provided for information.

The Chief Executive brought attention to Touchpoint 2.0, an enhancement to the Touchpoint program to enable results to be delivered quicker. A winter plan is in place to increase capacity for the winter months to deal with increased activity.

Rural and Regional Health Boundary

Members noted that the attached Monash Model document details the boundary between metropolitan and regional area and identifies where Katoomba sits relative to the boundary.

Nepean Blue Mountains Local Health District Boundary map

Members noted the NBMLHD Boundary in relation to the new Western Sydney International Airport.

Aged Care in Portland Tabulam

The Chief Executive reported that Portland Tabulam Health Centre has been awarded the highest possible rating for the quality of its residential aged care. Star ratings are in place for all residential aged care services, giving consumers reliable information on the quality of care provided to patients. The Chief Executive reported that only eleven facilities across NSW earned a five-star rating of which Portland Tabulam is one. Staff are committed to a service focused on lifestyle and wellbeing.

Action: Chair to write a letter of congratulations to Portland staff on their 5-star rating achievement.

Portland Tabulam Transition to Multi-Purpose Service

The Chief Executive highlighted that Portland Tabulam could become a Multi-Purpose Service that provides integrated health and aged care services for Australians living in small communities in rural and regional areas. Members noted that an application will need to be made to the Commonwealth with only 100 places available across NSW.

Members noted the goals of the Multi-Purpose Service include:

- Improved access to a mix of health and aged care services that meets the need of the community
- Flexible use of funding and/ or resource infrastructure within integrated service planning
- Improve quality of care for clients
- Improved cost effectiveness and long-term viability of services.

The Chief Executive reported that the District will be submitting an application to the program.

Patient Reported Measures

Members noted the attached District Patient Reported Outcome Measures Report and the consumers who participate in the program.

Talented, Happy and Engaged Workforce

Family Metabolic Service and Interventions

The Chief Executive reported that Dr Kathryn Williams, Nepean Family Metabolic Health Service is scheduled to be interviewed by ABC 7.30pm Report. Dr Williams will be discussing the Nepean Family Metabolic Service and its interventions to improving the lives of their patients.

Influenza Vaccinations

The Chief Executive reported on the District Fluvax compliance rate.

Health Services Union (HSU) Disputes

The Chief Executive reported on the HSU dispute taking place on Thursday, 18 May. Members were advised that an earlier teleconference with NSW Ministry of Health advised that Paramedics and Patient Transport Officers will not be transporting discharged patients from hospital to their home.

Hub for Research and Innovation

Establishment of Research Development and Governance Unit

The Chief Executive highlighted that the Research Office has undergone a review with Research Governance Review Recommendations and implementation plan delivered by Chrysalis Advisory in 2022. Members noted that the Office is now known as the Research Governance and Development Unit and fulfills the functions of Human Research Ethics approvals including supporting the Human Research Ethics Committee; Research Governance approvals and management; quality improvement and development of processes to better support research in NBMLHD; and clinical trials governance and District wide clinical trials coordination

Research Governance Pilot

Members noted that NBMLHD will be a pilot site for the NSW Ministry of Health, Office for Health & Medical Research - research governance changes.

Research Partnerships

The Chief Executive reported on the future Research Partnerships. Ms Rutledge asked for an update on the Western Sydney University (WSU) and thanked Prof Fuller for providing information on the University of Sydney. The Chief Executive reported on a meeting held in March 2021 with the Chair and her with the WSU VC. Whilst initially optimistic, WSU advised during a meeting held with them on 29 March 2023 that they have been unsuccessful to date in securing Commonwealth funding or able to identify an alternate funding source to support a WSU Nursing & Research Building on the Nepean campus.

Action: Chair to write a letter to Prof Barney Glover and seek an update.

Dr Seaton stated that discussion on Research Partnerships should be on the agenda for meetings with the new local MPs. Other items to include are the Cancer and Wellness Centre and infrastructure of NBMLHD.

Action: Chief Executive to provide update on the Sydney Health Partners at the June meeting.

Responsible Governance and Financial Management

CM 23/17109 – NSW Ministry of Health – Comprehensive Expenditure Review

The Chief Executive reported that all Local Health Districts across NSW received a letter from the Chief Financial Officer to advise there will be a comprehensive expenditure review across the public sector.

Members noted that the comprehensive expenditure review will provide input to the Government's first budget in September along with recently announced review of the existing infrastructure pipeline.

Year to Date April Result

The Chief Executive provided members with an update on the YTD April Result.

Mr Lagaida reported on the NBMLHD projected full year expense deficit of \$15.8M. The Chair brought attention to the significant increase in electricity/gas costs. Members noted the districts cost for NWAU is below the state average. Members were advised of a presentation provided to the Secretary, NSW Ministry of Health regarding the NWAU costs for NBMLHD yet the LHD has a significant deficit.

Action: Chief Executive to provide copy of presentation to next Board meeting.

Dr Nguyen reported on the power cost and operating budget of the Nepean Redevelopment. The chair reported on the structural disadvantage of the district.

Dr Nguyen reported that the Medical Board of Australia's role is to support International Medical Graduates (IMGs) with a clear strategy. Dr Nguyen highlighted there should be processes in place to complement the health system and fill those gaps with medical workforce. Ms Clark reported that NSW Ministry of Health are reviewing the deficits and how to better support this workforce.

Section B – Appendices

1. Rural and Regional Health Boundary – Monash Model
For information.
2. NBMLHD Boundary Map
For information.
3. Patient Reported Measures NBMLHD
For information.

Section C

1. NBMLHD KPIs by Directorate
For information.
2. NBMLHD Emergency Department – Elective Surgery and Hub Performance – April 2023
For information.
3. NSW Ministry of Health League Table – March 2023
For information.
4. Surgical Dashboard – March 2023
For information.

5. Corporate Communications Board Report - April 2023
For information.
6. Enterprise Risk Management (ERM) Report – May 2023
For information.

8. WORK, HEALTH & SAFETY

8.1 Board Members' Advice to NBMLHD Executive
Nil Report

8.2 NBMLHD Executives' Advice to Board
Nil Report

9. ACTION SHEET

9.1 Information on Future Research Partnerships
Refer to Chief Executive Report Item 4.6. For information.

9.2 Write to NSW Minister for Health after election on progression of the region and need for more JMOs

Action: To be finalised by July 2023.

9.3 NBMLHD Boundary Map
Refer to Chief Executive Report Item 1.4.

9.4 NBMLHD Patient Reported Measures Report
Refer to Chief Executive Report Item 2.6.

9.5 Rural and Regional Health Boundary – Modified Monash Model
Refer to Chief Executive Report Item 1.3.

9.6 Progress on Western Sydney University Building on Nepean Campus
Refer to Chief Executive Report Item 4.6.

10. CORRESPONDENCE IN

Nil.

11. CORRESPONDENCE OUT

11.1 CM 23/13696 Letter of congratulations to Ms Karen McKeown MP Member for Penrith from the Chair and Chief Executive

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

12. COMMITTEE REPORTS

12.1 Aboriginal Health

Members noted that the next Aboriginal Health Committee is scheduled on 11 May 2023.

12.2 Audit & Risk Committee

Mr Lagaida reported that the next Audit & Risk Committee meeting is scheduled on 15 June 2023.

12.2.1 CM 23/15581 Audit & Risk Committee Annual Report

Ms Jeanette Barker, Chair Audit & Risk attended the meeting via TEAMS. Members were advised that the attached Annual Report is for noting.

Ms Barker provided members with a comprehensive verbal report from the Audit & Risk Committee. The Chair asked Ms Barker to provide a one-page brief summary to members for the June Board meeting. The Chair welcomed Ms Barker to attend a face-to-face meeting later in the year.

Action: Audit & Risk Chair to provide report to the next Board meeting.

12.3 Finance & Performance

Members noted that the Finance & Performance Committee meeting was held on Monday, 22 May 2023. Reports will be available on the NBMLHD Board Share Point site.

12.4 Health Care Quality Committee (HCQC)

Dr Seaton reported that the HCQC Quadrant Report is attached for information.

The Chief Executive reported on the NBMLHD Secondary Employment Policy, and the information staff are required to disclose. Members were advised on the Use of Personal Devices in the Workplace Policy. For information.

12.5 Medical & Dental Staff Appointments Advisory Committee

Members noted the attached minutes are for noting.

12.6 Integrated Care Joint Board

Ms Rutledge reported that the next Integrated Care Joint Board meeting is scheduled on 7 June 2023.

12.7 Research

Mr Austin reported that the next Research Committee meeting is scheduled on 8 June 2023.

12.8 Strategy & Planning Committee

Members noted that the next Strategy & Planning Committee meeting is scheduled on 29 May 2023.

12.9 Workforce & Culture

Ms Rutledge reported that the attached Workforce & Culture Quadrant Report is for information.

12.10 Work, Health & Safety

Mr Austin reported that the attached Work, Health & Safety Committee quadrant report is for information.

14. BUSINESS WITHOUT NOTICE

Nil business without notice.

15. FOR INFORMATION ONLY

Nil report.

The meeting closed at 5.45pm.

16. NEXT MEETING

Date: Wednesday, 19 July 2023
Time: 4.00-6.30pm
Venue: ICET West Block Nepean Hospital

Nepean Blue Mountains Local Health Board Minutes 17 May 2023.



The Hon. Peter Collins, AM, KC.

Date: 19 / 07 /2023