

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

DATE: 19 April 2023 TIME: 4.00pm – 6.30 pm

VENUE: Boardroom,  
Blue Mountains District ANZAC Memorial Hospital

**MINUTES**

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

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

## **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)**

### Urgent Care Centre

Ms Reay reported that Penrith has been selected as a location for an Urgent Care Centre. This is a Commonwealth Government Medicare funded service that utilises existing structures with General Practices which can provide immediate care within 1-4 hours for non-life threatening conditions. Funding has also been approved from NSW Health to investigate who an urgent care service could operate in the Hawkesbury. This service could also have a role in supporting disaster preparedness/response.

### NBMLHD and Nepean Blue Mountains Primary Health Network – Joint Board Workshop

Ms Reay brought attention to the Joint Board workshop scheduled on Thursday, 6 July.

The Chair questioned the level of knowledge of General Practitioners relating to Veteran's health issues. Dr Rombola indicated he felt many GPs were well versed in Veteran' issues.

## **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.

### 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 and highlighted the following:

### Triage & Assessment Centre (TAC), Mental Health Nepean Campus

Members were advised that the high volumes of presentations to the TAC continues. Board visit to TAC scheduled for October which is Mental Health month.

### 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, 15 March 2023 were accepted as a true and accurate record of the meeting.

Moved: Dr Seaton  
Seconded: Mr Lagaida

**Action: Endorsed by the NBMLHD Board.**

## 6. CHAIRMAN'S REPORT

The Chair noted the Hon. Ryan Park MP has been appointed as the NSW Minister of Health. The Labor party's pre-election commitment to funding of \$25M for the planning of One Hospital in the Blue Mountains was noted.

The Chair reported on letters sent to the Hon. Prue Car, Deputy Premier and Member for Londonderry, Ms Trish Doyle Member for the Blue Mountains and Ms Karen McKeown, Member for Penrith inviting them to a briefing on NBMLHD. Items for discussion include the new Rouse Hill Hospital and new city of Bradfield near the Western Sydney International Airport that will be operational in Year 2025. Members held discussion on the Local Health District boundaries surrounding the new airport.

**Action: Chief Executive to provide District Boundary map for the May Board meeting.**

The Chief Executive stated that the Celestino group have met with Minister Park prior to the election to advocate for Sydney Science Park which has land designated for health use to be the location for the new hospital in the Aerotropolis.

Dr Nguyen reported on the NSW Health System Advisory Council. Members noted that the Advisory Council is newly established. It will be a multidisciplinary group, comprising up to 20 clinicians (appointed members) that reflect the breadth and diversity of healthcare clinical disciplines across NSW. The Advisory Group will provide independent strategic clinical advice to the Secretary on the key health system priorities. This includes involving clinical workforce throughout NSW Health in informing specific components of work. The Advisory Council functions under the authority of the Secretary for NSW Health. Members were advised that an expression of interest was distributed to the District staff and five applicants have expressed interest.

## 7. CHIEF EXECUTIVE REPORT

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

**Healthy People & Communities**

### Lithgow Community Private (LCP)

The Chief Executive reported on the ongoing negotiations with LCP. Members were advised that a draft terms sheet is currently being reviewed.

The Chief Executive reported that Board members will have the opportunity to meet with the Lithgow Mayor, General Manager Lithgow Council and a Council member prior to the May Board meeting.

### Hawkesbury District Health Service - St John of God Healthcare

The Chief Executive reported 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 for noting.

### Improvements in NDIS Pathways

The Chief Executive reported on the new NDIS Hospital Discharge Pathway that is being implemented. Members were advised that there has been significant reduction in total days waiting times for approved supports to be implemented and therefore enabling patients to leave hospital.

### Patient Reported Outcome Measures (PROMS)

Members held discussion on the 244 PROMs completed and the consumers participating in the program.

***Action: Chief Executive to provide report on PROMs and PREMs for the May Board meeting.***

## ***Talented, Happy and Engaged Workforce***

### Organisational Mood

The Chief Executive provided an update on the organisational mood and the engagement of Studer Group.

### CM 23/12646 Tackling Culture at Nepean Blue Mountains Local Health District

The Chief Executive advised that the attached document is provided by Prof Khadra. The paper outlines a series of actions to improve culture within the medical workforce at NBMLHD. Members noted that the program is an adaption of the Vanderbilt model which applies graded responses to poor behaviours.

The Chief Executive reported that governance fits under the Workforce & Culture Board Sub Committee. Medical Staff Council and the Executive Team have been consulted and are supportive. Dr Seaton asked if a report can be provided to the Board that outlines impacts and appropriate action is in place. The Chief Executive advised this information will initially be provided to Pamela Ruttledge in her role as Chair of the Workforce & Culture Sub-

Committee. Prof Khadra reported that an Expression of Interest process will source interested Committee members. Prof Khadra asked for endorsement on the recommendations.

Moved: Ms Rutledge

Seconded: Prof Seppelt

**Action: Endorsed by the NBMLHD Board.**

#### General Manager, Blue Mountains District ANZAC Memorial Hospital

The Chief Executive advised that the General Manager, Blue Mountains District ANZAC Memorial Hospital has resigned. Recruitment is underway and temporary arrangements are in place.

The Chair brought attention to the boundary line for Rural and Regional Health (the Modified Monash Model) which is between Katoomba and Blackheath

**Action: Information on the Modified Monash Model to be provided**

#### Influenza Season

The Chief Executive reported that Staff Health have commenced the vaccination program. The Chief Health Officer was advised that high volumes of influenza are anticipated this year.

### ***Responsible Governance and Financial Management***

#### Message from the Hon. Ryan Park, NSW Minister for Health

The Chief Executive reported that the attached email from the new NSW Health Minister has been sent to all staff across the system. Members were advised that it is anticipated all staff will receive regular emails from the Minister.

The Chief Executive reported that the new Minister will meet with Chief Executives across the State to discuss challenges, suggestions of reform and suggested future agenda items for NSW Health.

#### Year to Date February Result

The Chief Executive reported on the March 2023 result and year end forecast.

#### Compliance with AS4187 – Operating Rooms & Sterilisation

The Chief Executive provided members with an update on new compliance item AS4187 model. Dr Seaton questioned whether there is data available on the sterilisation part of the service and whether this should report to HCQC. The Chief Executive confirmed that there is data available on CSSD and will discuss with Michael Wood reporting to HCQC.

#### NBMLHD Accreditation

The Chief Executive reported that the District is preparing for Accreditation assessment from 15 to 19 May 2023. The Chair and Ms Rutledge will meet with the Lead Accreditor on 15 May.

### ***Nepean Hospital and Integrated Ambulatory Services Redevelopment Report***

### Stage 1

The Chief Executive reported that a defect in the paint of the new helipad has resulted in its closure and the temporary re-opening of the helipad on the P1 carpark. Members were advised that engineers have assessed the paint defect and are actioning urgent works to remediate. Work should be completed by the end of April.

### Stage 2 - enabling works

The Chief Executive provided an update on the Stage 2 enabling works. Members noted that a temporary shuttle service has commenced to help visitors move around the Nepean campus to assist patients/visitors to get to the most appropriate entrance.

## **Section B – Appendices**

1. CM 23/12646 Tackling Culture at NBMLHD  
As discussed under item 7. Chief Executive Report.

**Action: Endorsed by the NBMLHD Board.**

2. The Quarterly Scope  
For information.
3. Message from Minister Ryan Park  
For information.
4. Stage 2 – Enabling works  
For information.

## **Section C**

1. NBMLHD KPIs by Directorate  
For information.
2. NBMLHD Emergency Department – Elective Surgery and Hub Performance – March 2023  
For information.
3. NSW Ministry of Health League Table – February 2023  
For information.
4. Surgical Dashboard – February 2023  
For information.
5. Corporate Communications Board Report - March 2023  
For information.
6. Enterprise Risk Management (ERM) Report – April 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 Report on Services requesting space and available spaces on Nepean campus

The Chief Executive reported that appendix 4 is provided for information.

### 9.2 Information on Future Research Partnerships

Following discussion with Ms Seaton it has been agreed that further information will be provided in May and June.

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

**Action: To be finalized by July 2023.**

### 9.4 Presentation by PCCH on Domestic Violence

The Chief Executive reported that members will be provided with a presentation on Domestic Violence prior to the June Board meeting.

## 10. CORRESPONDENCE IN

### 10.1 CM23/10858 NSW Ministry of Health – NBMLHD Quality Board Report October to December 2022

### 10.2 CM23/12374 Letter to the Board regarding My Health My Communication – collaboration with DARE Disability Support

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

## 11. CORRESPONDENCE OUT

### 11.1 CM 23/10107 Letter to the Hon. Brad Hazzard Minister for Health regarding the operating costs for the MRI Scanner at Lithgow

### 11.2 CM 23/12357 Letter of congratulations to the Hon. Prue Car MP Deputy Premier Member for Londonderry and Minister for Education and Early Learning from the Chair and Chief Executive

### 11.3 CM 23/12360 Letter of congratulations to Ms Trish Doyle MP Member for Blue Mountains 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.

#### 12.1.1 Aboriginal Health Governance – Sub Committee update

Members noted the attached Aboriginal Health Governance Sub Committee update.

### 12.2 Audit & Risk Committee

Mr Lagaida reported that the Audit & Risk Committee Quadrant Report is attached for information.

### 12.3 Finance & Performance

Members noted that the Finance & Performance Committee meeting was held on Monday, 17 April 2023. Reports are available on the NBMLHD Board Share Point site.

Mr Lagaida reported that the NSW Government will deliver the State Budget for 2023/24 in September. An Interim budget will be provided initially as the new Government access their information.

### 12.4 Health Care Quality Committee (HCQC)

Dr Nguyen reported that the HCQC Quadrant Report is attached for information. Dr Nguyen reported on performance in general and transfer of care.

### 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 Integrated Care Joint Board Quadrant report is attached for information.

### 12.7 Research

Mr Austin reported that the Research Committee Quadrant Report is attached for information.

#### 12.7.1 CM 23/11150 Research Committee Terms of Reference

Members were advised that the attached Terms of Reference are for endorsement. Mr Austin reported on the changes to membership so that the Committee is more focused to include specific roles.

**Action: Endorsed by the NBMLHD Board.**

### 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 next Workforce & Culture Committee meeting is scheduled on 24 April 2023.

#### 12.10 Work, Health & Safety

Mr Austin reported that the next Work, Health & Safety Committee meeting is scheduled on 24 April 2023.

### **14. BUSINESS WITHOUT NOTICE**

Members asked for the following updates to be provided at the next meeting:

- Opportunities for research expansion with Western Sydney University and University of Sydney.
- Progress following meeting between the Chair and Chief Executive with Barney Glover regarding the proposed WSU Building on the Nepean campus.

### **15. FOR INFORMATION ONLY**

Nil report.

The meeting closed at 5.45pm.

### **16. NEXT MEETING**

**Date:** Wednesday, 17 May 2023  
**Time:** 4.00-6.30pm  
**Venue:** Large Rehab Room, Lithgow Hospital

*Nepean Blue Mountains Local Health Board Minutes 19 April 2023.*



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The Hon. Peter Collins, AM, KC.

Date: 17 / 05 / 2023