

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

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

VENUE: ICET West Block, Nepean 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)	A	Mr Robert Lagaida	P
Dr Nhi Nguyen	P	Dr Antonio Rombola	P
Ms Pamela Rutledge, AM	P	Professor Ian Seppelt	P
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

The Chair opened the meeting with Acknowledgement to Country and apologies were noted. Members were advised that the purpose of the month's Board members only meeting is to focus on current key issues, allowing more time for discussion.

2. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. The Chair notified that he is now Chair of Industry Super Australia.

3. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 17 May 2023 were accepted as a true and accurate record of the meeting.

Moved: Prof Seppelt

Seconded: Ms Rutledge

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

Chief Executive Retirement

The Chair reported that the Chief Executive has provided notice that she will be retiring as of 1 September 2023. Members were advised that the Chair and Secretary, NSW Health will be releasing a joint statement to all staff of Nepean Blue Mountains Local Health District after the Board meeting. The Chair highlighted the Chief Executive's career as transformative and instrumental leadership during such times as COVID-19, climate change and continuing to work tirelessly on business as usual. The Chair thanked the Chief Executive on behalf of the Board and staff of Nepean Blue Mountains Local Health District for the past 12 years of service. Members held extensive discussion on the District's accomplishments during the Chief Executive's tenure.

Future Funding

The Chair brought attention to the District Budget and the challenging times ahead. Members noted that there is an underlying deficit for NBMLHD, which makes the challenges faced by the system generally more significant. Prof Seppelt noted the gap between the beds in the Redevelopment business case and those currently available at the completion of Stage 1.

Meeting with Local MPs

The Chair reported on meetings held with Ms Karen McKeown, Member for Penrith and Ms Trish Doyle, Member for the Blue Mountains. The Chair highlighted the incoming government's commitment of \$25M for planning and urgent repairs for BMDAMH. Members held discussion on the much-needed Nepean Cancer and Wellness Centre which is now estimated at a cost of \$350-380M. The Chair reported that a meeting has been scheduled with the Hon. Prue Car, Deputy Premier and Member for Londonderry.

NBMLHD Capacity

Members held discussion on funding, staffing and how staff are working toward a common goal. It was noted that overall, the District relies on Nepean as the main hospital and that there is very limited capacity to transfer patients to other facilities to relieve pressure points. Members noted that other Districts have greater advantage with the flow of patients.

The Chair and members brought attention to the following:

- Available data
- Workforce
- Capacity to recruit to roles that are essential for ongoing demands
- Interim Service Agreement
- Budget for 2023/24

NBMLHD Board vacancies

The Chair reported on the number of vacancies for the NBMLHD Board. Members were advised that the Chair will be writing to Minister Park and expressing his concern and identifying potential new Board members.

The Chair called for nominations to the position of Deputy Chair. Members unanimously recommended Dr Nhi Nguyen to be appointed as Deputy Chair, NBMLHD Board.

Action: Chair to write to NSW Minister for Health regarding Board vacancies.

5. CHIEF EXECUTIVE REPORT

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

Healthy People & Communities

Somerset Cottage Early Childhood Education and Care Centre Disinvestment

The Chief Executive reported that Somerset Cottage transitioned to Penrith City Council on 26 June 2023.

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

Blue Mountains Hospital and Community Health Clinical Services Plan (CSP)

Members noted that the Planning and Strategic Office are continuing to work to finalise the CSP for Blue Mountains and Community Health.

In June a series of consultation workshops and meetings were held with key stakeholders, including staff, community members and partner organisations including Blue Mountains City Council. The Blue Mountains Gazette attended and reported on two of the community workshops (Lawson and Katoomba). Members noted that Ms Trish Doyle, local member for Blue Mountains attended the Lawson workshop.

Exceptional Patient and Consumer Experiences and Outcomes

System capacity

The Chief Executive reported on the NSW Health capacity over the winter months. Members noted that the system has been stretched across the State. Members were advised of NBMLHD activity and that all Districts are in a similar position.

Long COVID

The Chief Executive reported that Primary Care and Community Health have received a budget supplementation for the establishment of a long COVID service at NBMLHD. The concept is that the service is primary care based with access to LHD services as required including virtual care and Hospital in the Home.

Talented, Happy and Engaged Workforce

Dr Faraz Pathan

The Chief Executive reported that Dr Faraz Pathan, Director Cardiovascular Imaging and Heart Research, was a speaker at the inaugural TEDxKatoomba event in the Blue Mountains.

Members were advised that Dr Pathan was selected from over 100 local submissions for his passion for improving lives and wellbeing of Australia's workforce to combat an unwavering heart disease epidemic.

Junior Medical Officer (JMO) Recruitment

The JMO Recruitment team continue preparations for the 2024 JMO Annual Medical Recruitment campaign. Advertisements for 270FTE (across 65 positions) are active. An additional 150FTE+ will be allocated to NBMLHD by centralised panels, College recommendations and intern allocation processes.

Psychosocial Hazard Update

The Chief Executive reported that NSW Ministry of Health have been leading discussions relating to Psychosocial health for staff. The Ministry advise they are finalising the Mental Health and Wellbeing Framework and have engaged external expertise to assist development and delivery of an action plan and identify the strategies/resources to support the Framework. The Framework will be launched statewide during July.

Action: Chief Executive to provide trend detail (and peer comparison if available) on the Psychosocial Hazard report for the August meeting.

Responsible Governance and Financial Management

Full Year 2022/23 Financial Result

The Chief Executive reported for the full year 2022/23.

Accreditation

The Chief Executive reported on the outcome of the District's Accreditation assessment conducted by the Australian Council of Healthcare Standards.

Upper House Inquiry into NSW Government Use and Management of Consulting Services

The Chief Executive reported on the Parliamentary Inquiry into NSW Government Use and Management of Consulting Services.

NBMBRIEF23/1222 NBMLHD Board Attestation Statement 2023

The Chief Executive reported that the NBMLHD Board Attestation Statement 2023 is submitted for approval.

Action: Endorsed by the NBMLHD Board.

Section B – Appendices

1. Mental Health – Advance Statements

For information.

2. Voluntary Assisted Dying

For information.

3. Annual Operational Planning – Quarter 3 Report

The Chief Executive reported that the Annual Operational Planning Quarter 3 Report is attached for endorsement.

Action: Endorsed by the NBMLHD Board.

4. NBMBRIEF23/1346 Sydney Health Partners

For information.

5. Accreditation – Proposed Governance structure for NBMLHD

Members noted that following the Accreditation survey the District has identified a more comprehensive proposal to support future governance structure for NBMLHD.

The Chief Executive highlighted that the proposed future governance includes the following:

- Board Subcommittees are aligned to the strategic outcomes of Future Health and the NBMLHD Strategic Plan.
- The current Integrated Care Joint Board Committee (NBMLHD and Nepean Blue Mountains Primary Health Network) is replaced by a separate ‘partnerships committee’ with the PHN and other partner organisations.
- Each Board Subcommittee will be responsible for monitoring relevant Key Performance Indicators and/or deliverables from the District Services Agreement with NSW Ministry of Health.
- KPIs and deliverables are being mapped to governance committees as part of the accreditation actions.

The Chief Executive reported that the proposal will ensure greater transparency for staff within NBMLHD. Members held extensive discussion and requested a session be held with Board Sub Committee Chairs and District Executive to map and ensure that the proposed governance structure aligns.

Action: Chief Executive to arrange session to finalised the proposed governance structure.

6. NBMBRIEF23/1222 National Safety and Quality Health Service (NSQHS) NBMLHD Board Attestation Statement 2023
The Chief Executive reported that the attached National Safety and Quality Health Standard (NSQHS) NBMLHD Board Attestation Statement is submitted for endorsement.

Action: Endorsed by the NBMLHD Board.

7. Presentation: Below State Average of NWAU for NBMLHD
For information.

Section C

1. NBMLHD KPIs by Directorate
For information.
2. NBMLHD Emergency Department – Elective Surgery and Hub Performance
For information.
3. NSW Ministry of Health League Table – April and May 2023
For information.
4. Surgical Dashboard – May 2023
For information.
5. Corporate Communications Board Report – May and June 2023
For information.
6. Enterprise Risk Management (ERM) Report – July 2023
For information.

6. WORK, HEALTH & SAFETY

6.1 Board Members' Advice to NBMLHD Executive
Nil Report

6.2 NBMLHD Executives' Advice to Board
Nil Report

7. ACTION SHEET

7.1 Write to NSW Minister for Health after election on progression of region and need for JMOs
For information. Members noted attached letter (CM 23/9966) to Deputy Secretary – equitable intern allocation of International Medical Students across Hospitals in NSW.

7.2 Board visit to Triage Assessment Centre Mental Health
Members noted that the NBMLHD Board visit to the Triage Assessment Centre Mental Health is scheduled in October 2023.

7.3 Aged Care Portland Tabulam 5-star rating achievement

Refer to Correspondence Out.

7.4 Sydney Health Partnership members

Refer to Chief Executive Report - Appendix 4.

7.5 Presentation to Secretary NSW Health re below State average of NWAU for NBMLHD

Refer to Chief Executive Report – Appendix 7.

7.6 Audit & Risk Chair – one page summary report

The Chief Executive reported that due to connectivity difficulties when Ms Jeanette Barker, Chair Audit & Risk Committee, attended the May meeting virtually, it was agreed that a one page summary would be provided. Identified issues:

- Enterprise Risk Management maturity
- ICT Governance and cyber-risk
- District wide business continuity plan

Members noted that the District has business continuity plans for the diverse facilities across the District and that the District as a whole would refer to the individual plans. Further discussion to be held at the August Board meeting. The Chief Executive advised that the ICT Strategic Plan including cybersecurity risk, which is being developed in conjunction with eHealth, will be completed by the end of November.

Action: Further discussion with the Audit & Risk Chair at the September meeting.

8. CORRESPONDENCE IN

8.1 CM 23/18844 Letter of response from NSW Ministry of Health regarding the operating costs for the MRI Scanner at Lithgow

8.2 CM 23/24995 NSW Ministry of Health – Letter to the Chair NBMLHD Board regarding Interim 2023/24 Service Agreement and budget allocation for NBMLHD and NSW Health

The Chair advised that the ‘correspondence in’ is for noting.

9. CORRESPONDENCE OUT

9.1 CM 23/22131 Letter to the Hon. Ryan Park MP Minister for Health regarding local members of Parliament

9.2 CM 23/24988 Letter to GM Lithgow Portland to congratulate staff for the Portland 5-Star Rating

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

10. COMMITTEE REPORTS

10.1 Aboriginal Health

Members noted that the attached quadrant report from the Aboriginal Health Committee is for noting.

10.1.1 CM 23/19656 Aboriginal Health Governance – draft terms of reference

The Chair reported that the attached Aboriginal Health terms of reference are attached for endorsement. Members agreed pending the proposed governance structure meeting it was recommended that the Aboriginal Health terms of reference are deferred to the next meeting.

Action: Resubmit to the August Board meeting.

10.2 Audit & Risk Committee

Mr Lagaida reported that the attached quadrant report from the Audit & Risk Committee is for noting.

10.2.1 CM 23/16691 Audit & Risk Committee – NBMLHD Corporate Governance Attestation Statement 1 July 2022 to 30 June 2023

Mr Lagaida reported that the attached NBMLHD Corporate Governance Attestation Statement 1 July 2022 to 30 June 2023 is submitted for endorsement.

Moved: Mr Austin

Seconded: Dr Nguyen

Action: Endorsed by the NBMLHD Board.

10.3 Finance & Performance

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

Mr Lagaida brought attention to the 2022/23 result for NBMLHD and stated that this is a good result, with the lowest deficit in the last 3 years. Mr Lagaida highlighted the NSW Health and NBMLHD Interim Service Agreement and budget for 2023/24.

10.4 Health Care Quality Committee (HCQC)

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

10.4.1 NBMBRIEF23/1222 National Safety and Quality Health Service (NSQHS) Board Attestation Statement

Refer to the Chief Executive Report – Appendix 6.

10.5 Medical & Dental Staff Appointments Advisory Committee

Members noted the attached minutes for July 2023 are for noting.

10.6 Integrated Care Joint Board

Ms Rutledge reported that the Integrated Care Joint Board Committee met on 7 July.

10.7 Research

Mr Austin reported that the attached quadrant report for the Research Committee is for noting.

10.8 Strategy & Planning Committee

Members noted that the next Strategy & Planning Committee meeting is scheduled on 28 August 2023.

10.9 Workforce & Culture

Members noted that the next Workforce & Culture Committee meeting is scheduled on 25 July 2023.

10.10 Work, Health & Safety

Members noted that the next Work, Health & Safety Committee meeting is scheduled on 25 July 2023.

14. BUSINESS WITHOUT NOTICE

Nil business without notice.

15. FOR INFORMATION ONLY

Nil report.

The meeting closed at 6.10 pm.

16. NEXT MEETING

Date: Wednesday, 16 August 2023

Time: 4.00-6.30pm

Venue: Warragamba Executive Boardroom, Station Street Penrith

Nepean Blue Mountains Local Health Board Minutes 19 July 2023.



The Hon. Peter Collins, AM, KC.

Date: 16 /08 / 2023