

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

DATE: 21 September 2022 TIME: 4.00pm – 6.30 pm

VENUE: Warragamba Executive Boardroom, Station Street Penrith

MINUTES

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

BOARD MEMBERS			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Murray Austin	P
Associate Professor Stephen Fuller	P	Mr Robert Lagaida	P
Dr Nhi Nguyen	P	Dr Antonio Rombola <i>(via TEAMS)</i>	P
Ms Pamela Rutledge, AM	P	Dr Peta Seaton, AM	P
Professor Ian Seppelt	P	Mr Stan Grant <i>(via TEAMS)</i>	A
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Mr Brett Williams, Director Hospital Services <i>(via TEAMS)</i>	A
Ms Jacqui Clark, Director People & Culture <i>(via TEAMS)</i>	P	Ms Kim Maddock, A/Director Nursing & Midwifery <i>(via TEAMS)</i>	P
Mr Luke Bellman, A/Director Finance & Corporate Services <i>(via TEAMS)</i>	P	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 Debbie Wyburd, Director Clinical Governance <i>(via TEAMS)</i>	A
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		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
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>	P
Dr Daniel Pellen, Mental Health Medical Staff Council	A	Dr David Lienert, Mental Health Medical Staff Council	P
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay <i>(via TEAMS)</i>	P		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

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

2. Wentworth Healthcare Limited (Primary Health Network)

Ms Reay provided a report on behalf of Nepean Blue Mountains Primary Health Network. Ms Reay reported on the 50 Urgent Care Centres the Commonwealth are funding in Australia, one of which includes will be in the Penrith area. The State are also funding something similar. Both Commonwealth and State services are initially funded short term. The aim of Urgent Care Centres is to ease pressure from the Emergency Departments in providing timely access to care that is urgent.

3. FEEDBACK FROM MEDICAL STAFF COUNCIL

The Chair welcomed the Medical Staff Council representatives to the meeting and asked for their respective reports.

3.1 Nepean Medical Staff Council

Dr Fischer provided a report on behalf of the Nepean Medical Staff Council.

3.2 Blue Mountains Springwood Medical Staff Council

Dr Prineas reported on behalf of the Blue Mountains & Springwood Medical Staff Council and brought attention to:

- Recruitment process to medical roles
- Consultation process for the review of the Hub

Action: Chief Executive, Director People & Culture and Dr Prineas to meet to discuss recruitment of medical staff at Blue Mountains Hospital.

3.3 Mental Health Medical Staff Council

Dr Lienert reported on behalf of Dr Pellen for the Mental Health Medical Staff Council. Dr Lienert highlighted that locum staff continue to cover vacant shifts.

4. DECLARATION OF CONFLICTS OF INTEREST

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

5. MINUTES OF PREVIOUS MINUTES

Minutes of the meeting on Wednesday, 17 August 2022 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 reported on the importance of in person discussion. After COVID-19 we have moved into a new virtual world. Acknowledging this, it would be beneficial to have face to face meetings twice a year.

7. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive report for the month of September 2022. The Chief Executive advised that the report will be taken as read and highlighted the following:

Healthy People & Communities

COVID-19

The Chief Executive provided an update on COVID-19 noting reduced inpatient and furloughed staff numbers for NBMLHD and NSW overall. The Chief Executive noted there are impacts on business as usual, as a result of some staff being deployed to COVID-19 related activities and other staff not having the capacity to manage the increased COVID-19 demands as well as sustaining all business-as-usual requirements.

Advocacy to address NDIS (National Disability Insurance Scheme) related bed block

The Chief Executive thanked Dr Seaton for her advocacy to NDIA (National Disability Insurance Agency) on behalf of NBMLHD. Members noted that the District has recently appointed a NDIA funded Hospital Liaison Officer.

Dr Seaton reported on a Media Release from the Hon. Bill Shorten, Minister for the National Disability Insurance Scheme and Minister for Government Services. The Media Release highlights the changes aimed to see NDIS participants discharged from hospital more quickly. The Chair thanked the Chief Executive and Dr Seaton on the collaboration for the NDIA patient requirements.

Exceptional Patient and Consumer Experiences and Outcomes

'Be the Difference' in Aboriginal Care

The Chief Executive reported on the 'Be the Difference' training – a revamped Respecting the Difference training that builds on the knowledge gained through the online module and engages with action-based learning encouraging staff to:

- Identify and reflect on unconscious bias and the definition of cultural safety,
- Consider scenarios and how to identify and action changes,
- Consider personal and service level opportunities to implement learnings in the day-

today work environment

Action: Secretariat to set date for Board member 'Be the Difference' training in beginning 2023.

Nursing and Midwifery

The Chief Executive reported on the successful recruitment of 2023 GradStart Registered Nurses and Midwives, with 125 nurses and 12 midwives appointed. Members were advised of the vacancy rate for Nursing and Midwifery across NBMLHD and the difference the new graduates will make.

Talented, Happy and Engaged Workforce

People Matter Employment Survey (PMES)

The Chief Executive reported on the PMES staff survey. Members noted that 50% of NBMLHD staff participated in the survey which ranked the District as the third highest response rate for LHD's across the State.

Staff Movements

Members were advised of the staff movements across the District. The Chief Executive highlighted that Mr John Klincke, Director Internal Audit retires on 30 September 2022. Members noted that Mr Klincke has led and enhanced Internal Audit and its important work for the District but is often an under-recognised service.

Hub for research and Innovation

Research Achievements

The Chief Executive highlighted the Research Achievements across NBMLHD:

- Professor Kazuaki Negishi Translational Research Grant Scheme (TRGS) round 6 successful grant recipient.
- Dr Prajith Jayaprakash, Consultant Cardiologist (PHD student) Finalist of Arthur Weyman Young Investigator Award at the American Society of Echocardiography 2022. Seattle, WA, USA.
- Dr Alexander Murphy, Medical Oncology Fellow, won best Trainee presentation at the Medical Oncology Group (MOGA) AGM held in August 2022 in Cairns, presenting joint research between the Medical Oncology Department and Rehabilitation Medicine.
- Grant application submitted: MRFF Early to Mid-Career Grant - Stream 2. K Williams, K MikesLiu, C Eriksson Project title: TRANSformational Service change to improve Physical Health Of people with major Mental health disorders (TRANSPHORM)
- Grant application submitted: NHMRC MRFF, K Thompson Whitehead, S Lane, S. Project title: 'Follow up care and understanding support requirements in sepsis: The

FOCUS feasibility Study.

Responsible Governance and Financial Management

Year to Date (YTD) August Results

Mr Bellman provided members with an update of the YTD financial results and forecast for the District. Members were advised that the year-end forecast will be refined following review of the September results.

Hawkesbury District Health Service (HDHS) Contract Negotiations

The Chief Executive reported on the first negotiations session with St John of God regarding a new contract for HDHS.

Dr Rombola declared a conflict of interest as a member of the Hawkesbury Medical Advisory Council.

Lithgow Community Private

The Chief Executive provided members with an update on the ongoing negotiations with Lithgow Community Private.

Nepean Hospital and Integrated Ambulatory Services Redevelopment Report

Nepean Hospital - Stage 2

Ms Clements provided members with an update on the Nepean Hospital Redevelopment projects. Members were update on the challenges ahead to manage the costs of Stage 2 tender and repurposing of South and West Blocks. Further updates will be provided. The Chair emphasised the value of the update.

On update on the cost estimates for a new Blue Mountains Hospital, carpark and community facilities was also provided.

Section B – Appendices

1. Population and Health Data Snapshots
For information.
2. NSW Healthy Eating and Active Living Strategy 2022-2032
For information.
3. Project Zone Newsletter – September 2022
For information.

Section C

1. NBMLHD KPIs by Directorate
For information.

2. NBMLHD Emergency Department – Elective Surgery and Hub Performance – August 2022
For information.
3. NSW Ministry of Health League Table – July 2022
For information.
4. Surgery Dashboard – July 2022
For information.
5. Corporate Communications Board Report - August 2022
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 Recruitment process for Heads of Department roles

The Chief Executive advised that as Head of Department roles are not frequently made, the last three were reviewed with no delays incurred.

9.2 NSW Health – Board level Net Zero Leadership Training

The Chair reported that NSW Health will be hosting a second workshop for Board level Net Zero Leadership. Members were advised that Ms Rutledge and Assoc. Prof Fuller will be representing NBMLHD.

9.3 Hawkesbury District Health Service Contract negotiations update
Discussed in the Chief Executive report.

10. CORRESPONDENCE IN

10.1 CM22/49888 Board complaint from S Mackay re O Grant

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

11. CORRESPONDENCE OUT

11.1 CM22/51665 Letter of acknowledgement to Board complaint regarding Ms Grant and the care provided at Nepean Hospital

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

12. COMMITTEE REPORTS

12.1 Aboriginal Health

Members were advised that the next Aboriginal Health Committee meeting is scheduled on 10 November 2022.

12.2 Audit & Risk Committee

Mr Lagaida reported on the Audit & Risk Committee meeting held on 12 September noting that the Committee endorsed the 2021/22 accounts.

12.2.1 CM22/51561 Draft NBMLHD Risk Appetite Statement (RAS)

Mr Klincke reported that the RAS is submitted for endorsement and provided members with background on the NBMLHD Risk Appetite Statement. Members were introduced to Ms Glenda Cartwright, Enterprise Risk Manager for NBMLHD. Ms Cartwright stated that RAS has been created as a robust document that links to the NBMLHD strategic objectives. Ms

Mr Lagaida highlighted that as the RAS is aligned to the District Strategic Objectives, it is important to articulate what we aspire to do and what we do not support. Prof Seppelt brought attention to the research section.

After extensive discussion it was agreed that an additional appetite statement will be added to the “Hub for Research and Innovation” section:

NBMLHD has a modest appetite for well-designed and ethically sound research into novel interventions across all aspects of health and health service delivery, which may lead to significant benefits or improvements in health outcomes.

With this amendment to Mr Lagaida asked for endorsement of the RAS.

Moved: Mr Lagaida
Seconded: Mr Ian Seppelt

Action: Endorsed by the Board.

12.3 Finance & Performance

Mr Lagaida reported that the Finance & Performance Committee meeting was held on Monday, 19 September 2022. Reports have been uploaded to the NBMLHD Board portal.

12.4 Health Care Quality Committee (HCQC)

Dr Nguyen provided members with a verbal report of the HCQC meeting. Members were advised that the Committee is reviewing content and the board sub-committee reporting format. Dr Nguyen highlighted the Committee needs to have a clearer vision of its role which may take six months to complete. Dr Seaton highlighted the need for a proactive forward-thinking approach.

12.4.1 Health Care Quality Committee – Sub Committee update

For information.

12.4.2 NBMBRIEF22/1194 National Safety and Quality Health Service Board Attestation Statement

The Australian Commission on Safety and Quality in Healthcare Governing Body Attestation

Statement is presented to the Board Chair and Chief Executive for signature.

Action: Board endorsed the Governing Body Attestation Statement for signature by the Chair and CE.

12.5 Medical & Dental Staff Appointments Advisory Committee

A/Prof Fuller reported that the minutes are for noting.

12.6 Integrated Care Joint Board

Ms Rutledge reported that the Integrated Care Joint Board Committee meeting will be held week commencing 26 September.

12.7 Research

Mr Austin advised the Quadrant Report from the Research Sub-Committee is for noting.

12.7.1 CM 22/51428 Research – Draft Terms of Reference

Mr Austin reported that the Research Committee terms of reference are submitted for endorsement.

Action: Endorsed by the Board.

12.8 Strategy & Planning Committee

Members noted the Quadrant Report from the Strategy & Planning Sub-Committee meeting.

12.9 Workforce & Culture

Members noted that the next Workforce & Culture Sub-Committee meeting is scheduled on 25 October 2022.

12.10 Work, Health & Safety

Members noted that the next Work, Health & Safety Sub-Committee meeting is scheduled on 25 October 2022.

14. BUSINESS WITHOUT NOTICE

Nil.

15. FOR INFORMATION ONLY

The meeting closed at 6.15pm.

16. NEXT MEETING

Date: Wednesday, 19 October 2022
Time: 4.00pm – 6.30pm
Venue: ICET West Block, Nepean Hospital

Nepean Blue Mountains Local Health Board Minutes 21 September 2022.



The Hon. Peter Collins, AM, QC.

Date: 19 /10 /2022