

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

DATE: 16 October 2019 TIME: 4.30pm – 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 Greg Allchin (Deputy Chair)	P
Mr Murray Austin	P	Dr Linda McQueen	P
Dr Andrew Keegan	A	Mr Joseph Grassi	P
Mr Gary Smith	P	Mr Colin Lenton	P
Ms Kath Skinner	P	Professor Jennifer Reath	P
Mr Clarke Scott	P	Associate Professor Stephen Fuller	A
Associate Professor Ian Seppelt	P		
NBMLHD EXECUTIVE & STAFF			
Ms Kay Hyman, Chief Executive	P	Ms Julie Williams, Executive Director Nursing & Midwifery	A
Ms Clair Ramsden, Executive Director Operations	P	Ms Jacqui Clark, Executive Director People & Culture	A
Ms Rebecca Beech, Executive Director Finance & Corporate Services	A	Mr Kevin Hedge, Director Allied & Population Health	P
Ms Caroline Noonan-Edwards, Director Media & Communications	P	Ms Debbie Wyburd, Executive Director Clinical Governance	P
Ms Rasha Kiswani, Director Planning	A		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Nhi Nguyen, Chair, Nepean Medical Staff Council	A	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	A
Dr Peter Flynn, Nepean Medical Staff Council	P	Dr Kathryn Williams, Nepean Medical Staff Council	
Dr Arman Babajanyan	P		
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay, CEO	P		

1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY

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

2. DECLARATION OF CONFLICTS OF INTEREST

The Chair asked members to advise any changes to the conflicts of interest register. No changes were advised.

3. MINUTES OF PREVIOUS MINUTES

The minutes of the meeting held on 18 September 2019 were accepted as a true and accurate record of the meeting.

Moved: Mr Grassi

Seconded: Prof Seppelt

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

Meeting with Secretary, NSW Health

The Chair reported on a meeting held with the Secretary and Deputy Secretary, NSW Health regarding the NBMLHD Service Agreement for 2019/20. Members were advised that discussion was held on the growing population in Western Sydney and the actions we have taken and are taking to improve efficiency. The Chair advised the District would be interested in piloting any new programs that may relieve the pressure on the Emergency Departments.

Nepean Hospital Clinical Tower One

The Chair noted significant milestone of the concrete pour for the first level slab of Tower one of the Nepean Hospital redevelopment.

Greater Western Sydney Health Partnership

The Chair reinforced the importance of the collaboration between NBMLHD, South Western Sydney Local Health District and Western Sydney Local Health District as formalised in the Greater Western Sydney Health Partnership which was formally launched on 3 October. The Chair highlighted the critical role the collaboration can play for the three Local Health Districts in providing quality health services across the Western Sydney region.

Nepean Blue Mountains Research & Education Foundation

The Chair asked members to 'save the date' on Saturday, 7 December for the NBMLHD Board celebration and preview of the NBM Research and Education Foundation.

NBMLHD Board - Blue Sky Session

The Chair reported on the Board Blue Sky session scheduled on Wednesday, 20 November. Members were asked to consider items for discussion.

Members suggested items for discussion include:

- Research – how we initiate in our district
- Relationship with Universities
- Networks
- One Hospital in the Blue Mountains
- District Trauma Plan

Action: Members to advise secretariat on items for discussion by Friday, 25 October.

NBMLHD Board attendance report

The Chair noted the Board attendance report which will be submitted to the Minister's office.

5. CHIEF EXECUTIVE REPORT

Members were provided with the Chief Executive report and noted the following items for October 2019:

Mental Health Month

The Chief Executive acknowledged the Mental Health presentation prior to the Board meeting, particularly thanking the consumer for presenting her powerful story of her recent experience with service. The Chief Executive highlighted the good People Matters Employee Survey results.

Music Festival Season

The Chief Executive reported on the NSW Health Awards recipient for Music Festival Planning. The Chief Executive acknowledged Dr Brad Forssman, Chief Health Officer NBMLHD was a major contributor toward this strategy by NSW Health.

Collaborative Commissioning

The Chief Executive reported on the first Integrated Care Committee, a collaboration between Nepean Blue Mountains Local Health District and Nepean Blue Mountains Primary Health Network. Members noted that this Committee is a sub-committee of both Boards to ensure good governance is in place.

Key Performance Indicators (KPIs)

The Chief Executive reported on the KPIs. Members noted attachment (Appendix 1) regarding NSW Health system performance across the State. The letter acknowledges the District's achievements and its dedication to its community.

Intensive Care Exit Block

The Chief Executive reported that Nepean was one of four pilot sites for a project to reduce ICU exit block. Staff have demonstrated success in achieving and maintains a reduction in ICU exit block, improved patient flow and having patients in the right place at the right time.

Electronic Medication Management (EMM)

Members were advised that the EMM is now live at Nepean Hospital.

Talent Framework

Members were provided the talent framework key milestones for the last quarter of 2019 for information.

People Matter Employee Survey

The Chief Executive reported that executive debriefs have been completed. All General Managers have reviewed their results. Mr Smith asked if the People Matters Employee Survey results would be distributed to Board Sub Committees to have an opportunity to review outcomes. It was confirmed that this would occur.

Financial Results

The Chief Executive reported on a meeting with the Deputy Secretary and Chief Financial Officer, NSW Ministry of Health to discuss the forecast and savings initiatives. Meetings have been held with all LHDs. The Chair noted the current financial challenge at a critical time for our District to ensure we continue to provide quality health services to the local community.

Dr McQueen noted that last years of life are when high consumption of health services occur and reminded members of patients' right to choose to refrain from treatment in their final years of life and questioned how well we respond to those wishes. Members agreed this is an issue that needs to be considered for the future.

The Chief Executive reported that activity continues at a high demand than anticipated which has changed the year end forecast.

Mr Austin arrived at 4.35pm.

Prof Reath arrived at 4.40pm

5.1 Appendix 1: Performance Reports (ETP, TOC, ESAP)

Members noted the attached Performance Reports for October 2019.

5.2 Appendix 2: NBMBRIEF19/1238 Blue Mountains District ANZAC Memorial Hospital – update on Hydrotherapy programs

The Chief Executive highlighted the attached updated information on the Hydrotherapy program at Blue Mountains.

5.3 Appendix 3: Service Agreement Key Performance Indicators

Members noted attached for information.

5.4 Appendix 4: HPRM 19/30934 NSW Ministry of Health – Nepean Blue Mountains Local Health District Board Report

The Chief Executive reported that attached report provides another source of data information. NSW Ministry of Health will distribute this report when received.

5.5 Appendix 5: HPRM 19/32524 NBMLHD 2018/2019 DRAFT Safety & Quality Report

The Chief Executive reported that the draft Safety & Quality Report is attached for endorsement. Members noted the report has been endorsed by HCQC. Members were asked to provide any final comments for consideration before finalisation and submission to the Ministry by 31 October. Members were advised of the need to provide an attestation statement this year.

Action: Members to provide additional comments to secretariat by Wednesday, 23 October. Endorsed, inclusive of Attestation Statement, by the NBMLHD Board for

submission to the Ministry of Health.

The Chief Executive reported that the District Sustainability Plan will be provided in the November Board documentation.

5.6 Appendix 6: HPRM 19/32551 Summary paper 2019/20 NBMLHD Asset Strategic Plan

The Chief Executive reported that the attached summary reflects suggested amendments from the September Board meeting. For information.

5.7 Appendix 7: Community Consultation Report and Redevelopment Art Strategy

The Chief Executive highlighted the Redevelopment Art Strategy.

6. NEPEAN HOSPITAL AND INTEGRATED AMBULATORY SERVICES REDEVELOPMENT

Members were provided with an update on the Nepean Hospital and Integrated Ambulatory Services Redevelopment.

Child Care Centre

The Chief Executive reported good progress continues with the construction of the Child Care Centre. Members noted that Tresillian will be approaching the NSW Ministry of Health Capital Branch.

Arts and Culture Strategy

Members noted that the attached Community Consultation Report. The Chief Executive advised that an Expression of Interest will be sent to staff who would like to contribute toward the Art selection process. Board members who have an interest are invited to participate. The Chair expressed his interest and asked if an arts budget has been allocated. The Chief Executive confirmed that the budget is included in the report on Page 5.

Action: Members to express interest to secretariat.

Clinical Tower Stage Two

The Chief Executive reported that options for the construction of Stage two building continue to be considered. Members were advised on vacant space after the completion of the build. Members noted the lower floors of West Block have been identified as a location for Outpatient and Ambulatory Services. Mr Allchin reported that the Nepean Blue Mountains Research & Education Foundation support the use of South Block as a research location. The Foundation realise this will require a business case which will need to be included in the LHDs Stage 2 business case.

November Board meeting

The Chief Executive reminded the Board Members that the Deputy Secretary and Chief Financial Officer will be attending the November Board meeting. They have been attending LHD Board meetings across the State.

7. FEEDBACK FROM MEDICAL STAFF COUNCIL

7.1 Nepean Medical Staff Council

Dr Flynn introduced Dr Kathryn Williams, Vice Chair Nepean Medical Staff Council to the Board. Dr Flynn reported that the Industrial Relations Commission has handed down the ruling on Staff Specialist accommodation.

Dr Flynn reported on discussions with Federal Member, Melissa Macintosh. Members noted that the ongoing discussions with Federal Health Minister Hunt with regard to funding for the Nepean Cancer Care and Wellness Centre.

Members were advised that the eMeds rollout is working well.

7.2 Blue Mountains Medical Staff Council

Dr Babajanyan brought attention to the Paediatric Conference on Saturday, 19 October. Members were advised that the conference attendance is growing each year and the content is well received by General Practitioners, nurses and allied health staff working in primary care. The conference is a collaborative endeavour with the Nepean Blue Mountains Primary Health Network providing logistics and NBMLHD providing program for the day.

Dr Babajanyan highlighted the need for good staff who would like to work in the Blue Mountains and the potential for outpatient services in this context. Dr Babajanyan noted concern that one hospital in the Blue Mountains was no longer priority one on the ASP. Members held discussion on the priorities and assured Dr Babajanyan of the Board's recognition of the importance of one hospital in the Blue Mountains for our community into the future.

8. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) –

Ms Reay reported on the following:

- NBMPHN have recommissioned over 200 direct frontline services into the community which includes contracts for after-hours Telehealth to be piloted in residential aged care facilities to assist in reducing the number of ambulance call outs.
- Service for General Practitioners to access a free psychiatric services over the telephone. This has assisted with mental health support to drought affected communities within our region.
- Development of NDIS support calculator that provides a free online tool to assist carers with what they could be eligible for under NDIS system.
- Improvement with discharge summaries to General Practitioners.
- Collaborative commissioning between the PHN and District that will give opportunity to provide services differently.

9. NBMLHD RESEARCH & EDUCATION FOUNDATION

Mr Grassi reported that the Foundation preview will be incorporated into the NBMLHD Board Christmas celebration. Mr Allchin stated that this event will be a preview to highlight what is to come for the future of research and education. Members noted how the Foundation could

be marketed within the region to external key stakeholders. Prof Reath brought attention to the contribution by Universities.

Action: Members to forward any suggested invitees for the Preview to secretariat.

10. WORK, HEALTH & SAFETY

10.1 Board Members' Advice to NBMLHD Executive

Nil report.

10.2 NBMLHD Executives' Advice to Board

Members were advised that the NSW Audit office will be completing work, health, and safety audits across NSW Health. The area of review is in reference to staff fatigue and roster patterns.

11. ACTION SHEET

11.1 NSW Research Health & Education Precincts Report

The Chair reported that he raised his concern with the Secretary regarding the draft NSW Research Health & Education Precincts Report.

Members held discussion on the review of what research is being completed within the District and what the future could hold for potential research within the District.

11.2 Warm Water Systems

The Chief Executive Dr Branley's report will be available for discussion at the December meeting.

Action: For further discussion at the December meeting.

11.3 Asset Strategic Plan Summary

Action: Item closed.

11.3 Ambulance bypass report

The Chief Executive advised that a report which details ambulances directed to Nepean from out of area is awaited from NSW Ambulance.

Action: To be provided when received from NSW Ambulance.

12. CORRESPONDENCE IN

Nil report

13. CORRESPONDENCE OUT

Nil report.

14. COMMITTEE REPORTS

14.1 Aboriginal Health

Mr Scott reported that the Aboriginal Health Quadrant report has been uploaded to the Board portal. Members were advised that a workshop was held to set the Committee's priorities, accountabilities and timeframes. Mr Scott brought attention to a recent Coroner's Report related to Tumut Hospital. The Coroner's recommendations are being considered for localisation and incorporation into the Aboriginal Health Plan.

14.2 Audit & Risk Committee

Nil report.

14.3 Clinical Services Development

Nil report.

14.4 Finance & Performance

Members noted that the Finance & Performance Committee is scheduled on Monday, 21 October. Reports will be uploaded to the Board portal when available.

14.5 Health Care Quality Committee (HCQC)

Prof Reath reported on the attached HCQC report. Ms Wyburd reported on the amended KPIs in comparison to previous reports.

- HPRM 19/32526 HCQC DRAFT Terms of reference 2019 – Prof Reath reported the draft terms of reference are submitted for the Board's endorsement.

Action: Endorsed by the Board.

14.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Members noted the attached minutes for September 2019.

14.7 Research Committee

Nil report.

14.8 Workforce & Culture

Nil report.

14.9 Work, Health & Safety Committee

Nil report.

15 BUSINESS WITHOUT NOTICE

Nil.

16 FOR INFORMATION ONLY

Nil.

The meeting closed at.6. 52pm



17 NEXT MEETING

Date: Wednesday, 20 November 2019
Time: 4.00pm – 6.30pm
Venue: ICET West Block, Nepean Hospital

Nepean Blue Mountains Local Health Board Minutes 16 October 2019.

The Hon. Peter Collins, AM, QC.

Date: 20 / 11 / 19