

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

DATE: 15 December 2021 TIME: 3.30pm – 5.00 pm

VENUE: New Ways of Working, Level 1, Nepean Hospital Tower

**MINUTES**

**Attendees:** (P) Present (A) Apology (Ab) Absent (Nr) Not Required

<b>BOARD MEMBERS</b>			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Robert Lagaida	P
Mr Murray Austin	P	Dr Peta Seaton, AM	P
Associate Professor Stephen Fuller	P	Dr Nhi Nguyen	P
Professor Ian Seppelt	P	Dr Linda McQueen	A
Ms Kath Skinner	A	Mr Clarke Scott	A
<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	P	Ms Julie Williams, Director Nursing & Midwifery	P
Mr Luke Bellman, A/Director Finance & Corporate Services	P	Dr Karen Arblaster, Director Allied Health, Research & Strategic Partnerships	P
Ms Eloise Milthorpe, A/Director Planning	P	Ms Debbie Wyburd, Director Clinical Governance	P
Mr Paul Grocott, A/Director Media & Communications	P	Ms Cathy Crowe, Director Community & Integration	P
Prof Mohamed Khadra, Director Strategy & Innovation	A		
<b>MEDICAL STAFF COUNCIL &amp; JUNIOR MEDICAL STAFF REPRESENTATIVES</b>			
Dr Eddy Fischer, Chair, Nepean Medical Staff Council ( <i>via Skype</i> )	P	Dr Stavros Prineas, Blue Mountains Medical Staff Council	p
Dr Daniel Pellen, Mental Health Medical Staff Council	P		
<b>WENTWORTH HEALTHCARE LIMITED (Primary Health Network)</b>			
Ms Lizz Reay ( <i>via Skype</i> )	A		

## **1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY**

The Chair welcomed attendees to the Nepean Blue Mountains Local Health District (NBMLHD) Board meeting. Apologies were noted.

## **2. Wentworth Healthcare Limited (Primary Health Network)**

Apology received from Ms Reay therefore no report.

## **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 reported on behalf of Nepean Medical Staff Council. The following are noted:

- The Annual General Meeting was held recently with position holders elected unopposed.
- The Nepean MSC asked that it be noted that communication between the NMSC Executive, the District Executive and the Nepean Hospital Executive, has improved immensely in the last 12 months.

### 3.2 Blue Mountains Springwood Medical Staff Council

Dr Prineas reported on behalf of the Blue Mountains Springwood Medical Staff Council and the following was noted:

- Shane Mallard MP visited BMDAMH on 8 December 2020 to open the Special Care Nursing on behalf of the NSW Minister for Health, the Hon. Brad Hazard.
- Clinical Services Plan is being refined for the proposed new hospital in the Blue Mountains.

The Chair noted the Nepean Cancer and Wellness Centre and new hospital in the Blue Mountains as the highest priorities for capital development. Members noted that advice will be forwarded to Senator Marise Payne to advise her of these priorities for the District.

### 3.3 Mental Health Medical Staff Council

Dr Pellen reported on behalf of the Mental Health Medical Staff Council and highlighted the following:

- Low COVID-19 vaccination rates for Mental Health clients. Dr Pellen advised that clinicians are currently working toward a solution. Members noted that a further report will be provided to the NBMLHD Board in March 2022.
- Access to Mental Health Intensive Care beds in conjunction with other ICU beds in the LHD has been discussed with the Ministry of Health
- Recent, unexpected resignations of senior medical staff have resulted in shortages. Temporary cover arrangements have been agreed with staff involved. The balance of Staff Specialist and VMO appointments was raised and will be discussed with the Chief Executive.

The Board thanked Dr Pellen and Mental Health Staff for the work they had done above and beyond this year and particularly during the COVID-Delta strain and the challenge of depreciating staffing levels.

Ms Clark advised that the tenure of JMO's and short term contracts is being considered and the matter will be raised with the NSW Ministry of Health.

#### **4. DECLARATION OF CONFLICTS OF INTEREST**

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

#### **5. MINUTES OF PREVIOUS MINUTES**

Minutes of the meeting on Wednesday, 17 November 2021 were accepted as a true and accurate record of the meeting with a minor change regarding leading better value care.

Moved: Dr P Seaton

Seconded: Prof I Seppelt

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

#### **6. CHAIRMAN'S REPORT**

The Chair brought attention to the following:

- NBMLHD commitment for a new Nepean Cancer and Wellness Centre and a new Hospital in the Blue Mountains.
- Looking forward to clinical work commencing in the new Tower in 2022
- Despite COVID restrictions the District should be determined to get on with 2022 and all the District's exciting projects.
- Reflection on the District's 2021 achievements during this pandemic year with NSW vaccination target achieved.
- NBMLHD Board reappointments and appointments.
- The Chair reiterated the Board appreciation for the ongoing dedication and professional quality health services during the last two years of COVID-19.

The Board acknowledged the hard work of Elizabeth Scott, Board Secretariat for going above and beyond in 2020 and 2021 with keeping the Board on track.

Dr Seaton highlighted the need for greater flexibility, in terms of anticipating resource requirements and adaptability as 2022 is expected to bring more unexpected challenges to the health industry.

## 7. CHIEF EXECUTIVE REPORT

Members noted the Chief Executive report for the month of December 2021.

The Chief Executive brought attention to the following:

### ***Healthy People and Communities***

#### COVID-19 Update

- The Chief Executive provided members with an update on COVID-19 for the District, noting that children under the age of 12 years are an increasing percentage of current cases. Concern going forward is that travel and gatherings for the Christmas period will increase infection numbers for 2022. Information matrix and communication is available regarding staff isolation, PPE and casual contact criteria.
- Staff have been strongly encouraged to take leave over the Christmas period for rest and recuperation.
- Incident Management Team will continue to be operational during the Christmas period with plans being developed for call-back arrangements as necessary.
- Vaccination for 5-11 years will commence in the District on 10 January 2022

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

#### NBMLHD Allied Health Awards

The NBMLHD Board congratulated the NBMLHD Allied Health finalists for the inaugural State Allied Health Awards:

- Anwar Hassan – Allied Health Professional of the Year
- Laura Kirsten – Allied Health Researcher/Educator of the Year
- Sarah Gibson – Allied Health Assistant/Support Person of the Year
- Aaron O'Callaghan – Early Career Allied Health Professional of the Year
- Emma Dole – Aboriginal Allied Health Professional of the Year

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

#### Year to Date (YTD) November Result

Mr Bellman provided an outline of the current District's deficit of \$23.9M unfavourable which comprises \$8.8M COVID and \$15.1M business as usual. The full year projection is \$33M unfavourable exclusive of COVID related expenditure.

Members were reminded that the forecast for COVID is based on current assumptions, which have been advised to the Ministry. Should there be a change in presumed activity the projection will change. Members were advised that financial results and projections will continue to be monitored through the Finance and Performance Committee.

## Daly Review

The Chief Executive reported that the final report has been received with a meeting to formally deliver to the Ministry scheduled for 23 December.

## Board Orientation

The Chief Executive advised that an orientation program for new and current members is being arranged for February. Further information will be made to Members in the New Year.

Members who had recently attended Ministry arranged Board Member Orientation sessions noted that it was not “bespoke” enough to each of the LHDs participating and the network component for the program was missing due to COVID restrictions with the program being conducted virtually.

**Action: Chief Executive to develop a local Board orientation training session for new and existing Board members by early February 2022.**

## **Section B – Appendices**

### CM21/96759 Hawkesbury District Health Service Contract

Member were provided with a brief seeking approval from the Secretary to undertake negotiations with St John of God Health Care to enter a contract extension with Nepean Blue Mountains LHD for a further three years to provide services at Hawkesbury District Health Service (HDHS). This extension is to allow time for development of a long term contract.

Negotiation on a new contract which addresses current issues will be the priority for 2022 with the aim of agreeing “big ticket issues” within 18 months. The development of a health service at Rouse Hill will need to be considered.

**Action: Development of a new Contract will be monitored through the Finance and Performance meetings.**

### Construction Update

For information.

Members held discussion on the Nepean Redevelopment Stage 2 Business Case.

## **Section C**

### NBMLHD KPIs by Directorate

For information.

### NBMLHD Emergency Department – Elective Surgery and Hub Performance – November 2021

For information.

NSW Ministry of Health League Table – September 2021

For information.

Surgery Dashboard – October 2021

For information.

Media & Communications Board Report October 2021

For information.

## 8. NEPEAN FOUNDATION

The Chief Executive advised that a report has been received and will be provided to Board Members.

**Action: Distribute Foundation update out of session to Board members for their review/information.**

## 9. WORK, HEALTH & SAFETY

9.1 Board Members' Advice to NBMLHD Executive

Nil Report

9.2 NBMLHD Executives' Advice to Board

Nil Report

## 10. ACTION SHEET

10.1 University of Sydney – Public Health Unit Master's Student

Professor Fuller reported that a call out to the University of Sydney Public Health Unit was made and a Master's student has indicated in supporting the activity of reporting on future pandemics and lesson learned.

**Action: Prof. Fuller to advise Chief Executive of response to request.**

10.2 Clinical Coders working with Clinical Teams

The Chief Executive reported that Lynne Paine, Director IMOPU, is expected have a complete team of Clinical Coders supporting medical staff within the clinical spaces after Christmas. It is also envisaged that enhanced communications such as tip sheets and presentations at orientation by the Clinical Coders will be available early 2022 to assist medical staff understand the importance of accurate clinical coding.

## 11. CORRESPONDENCE IN

11.1 CM21/94728 Letter to the Chair NBMLHD Board regarding inpatient management of complex Mental Health Patients and access to Mental Health Intensive Care Beds

11.2 CM21/94156 Complaint from Sharon Watt - care and treatment of her mother Jean Clarke - Nepean Hospital

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

**12. CORRESPONDENCE OUT**

12.1 CM21/96208 Thank you letter to Dr Peter Flynn and the COVID Clinical Council regarding Nepean Hospitals' response to the DELTA variant of COVID 19

12.2 CM21/96219 Acknowledgement letter to Ms Watt regarding the care and treatment of her mother Ms Clarke at Nepean Hospital

12.3 CM21/96253 Letter to the Chair Mental Health Medical Staff Council regarding inpatient management of complex Mental Health Patients and access to Mental Health Intensive Care Beds

12.4 CM21/96548 Board complaint response - Sharon Watt - care and treatment Jean Clarke - Nepean Hospital

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

**13. COMMITTEE REPORTS**

13.1 Aboriginal Health

Nil Report.

13.2 Audit & Risk Committee

Mr Lagaida reported that the next Audit & Risk Committee meeting will be held on 9 December. Risks for noting are the impact of Tower 1 coming on line in 2022 and eHealth and cyber security.

13.3 Finance & Performance

Mr Lagaida reported that the December Finance & Performance Committee meeting will be held on 20 December 2021. Reports will be available on the NBMLHD Board portal. Mr Lagaida reported that budget performance will be a priority for Finance & Performance moving forward.

Mr Lagaida reported that the Chief Financial Officer, NSW Health will be attending the Finance & Performance meeting on 20 December to discuss strategy and funding for 2022-23.

13.4 Health Care Quality Committee (HCQC)

Ms Wyburd reported that the attached Health Care Quality Committee report is attached for noting.

13.5 Medical & Dental Staff Appointments Advisory Committee

Professor Fuller reported that the attached Medical & Dental Staff Appointments Advisory Committee report is attached for noting.

13.6 Integrated Care Joint Board

Nil Report



### 13.7 Research

Mr Austin reported that the Research Committee met on 9 December 2021 and the Report will be provided at the February 2022 meeting. Mr Austin reported that Marietta Coutinho, Manager, Research Ethics and Governance has recently retired and the new Director Research Kelly Thompson has now commenced.

A proposal to join one of the research collaborations was presented to the Research Committee by Professor Negishi. Membership costs in the order of \$0.5m. Given the current financial position this is not possible. Chief Executive to discuss the possibility of specific funding for this purpose to be provided by the Ministry of Health.

**Action: Chief Executive to discuss with the Ministry of Health possibility of supporting the District with the discretionary funds. To be discussed at February 2022 meeting.**

### 13.8 Strategy & Planning Committee

Professor Fuller reported that the attached Strategy and Planning Committee report is attached for noting.

### 13.9 Workforce & Culture

Ms Clark reported that the Work, Health & Safety Committee meeting was held on 23 November 2022 and papers will be provided at the February 2022 Board meeting.

### 13.10 Work, Health & Safety

Ms Clark reported that the Work, Health & Safety Committee meeting was held on 23 November 2022 and papers will be provided at the February 2022 Board meeting.

## **14. BUSINESS WITHOUT NOTICE**

Nil business without notice.

## **15. FOR INFORMATION ONLY**

The meeting closed at 4.55pm.

## **16. NEXT MEETING**

**Date:** Wednesday, 16 March 2022  
**Time:** 4.00pm – 6.30pm  
**Venue:** Blue Mountains District ANZAC Memorial Hospital

*Nepean Blue Mountains Local Health Board Minutes 15 December 2021.*



*The Hon. Peter Collins, AM, QC.*

Date: 16 /03 /2022