

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

DATE: 20 February 2019 TIME: 4.00pm – 6.30 pm

VENUE: Warragamba Executive Boardroom,  
Level 6, 2-6 Station Street Penrith

**MINUTES**

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

<b>BOARD MEMBERS</b>			
The Hon. Peter Collins, AM QC (Chair)	P	Mr Greg Allchin (Deputy Chair)	P
Mr Murray Austin	P	Dr Linda McQueen	A
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	A	Associate Professor Stephen Fuller	P
Associate Professor Ian Seppelt	P		
<b>NBMLHD EXECUTIVE &amp; STAFF</b>			
Ms Kay Hyman, Chief Executive	P	Ms Julie Williams, Executive Director Nursing & Midwifery	P
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 Clair Ramsden, Executive Director Operations	P	Ms Sandra Creaner, A/Executive Director Workforce People & Culture	P
Ms Phillipa Venn-Brown, A/Director Planning	P		
<b>MEDICAL STAFF COUNCIL &amp; JUNIOR MEDICAL STAFF REPRESENTATIVES</b>			
Dr Nhi Nguyen, Chair, Nepean Medical Staff Council	A	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	P
Dr Peter Flynn, Nepean Medical Staff Council	P	Dr Amanda Stevanovic	P
<b>WENTWORTH HEALTHCARE LIMITED (Primary Health Network)</b>			
Ms Lizz Reay, CEO	A		

**1. OPENING AND ACKNOWLEDGEMENT OF COUNTRY**

The Chair opened the Nepean Blue Mountains Local Health District Board meeting.

1.1 Apologies were noted.

## 2. DECLARATION OF ANY CONFLICT OF INTEREST

Nil declarations declared.

## 3. MINUTES OF PREVIOUS MINUTES

The minutes of the meeting held on 12 December 2018 were accepted as a true and accurate record of the meeting.

Moved: Mr Allchin

Seconded: Mr Lenton

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

## 4. CHAIRMAN'S REPORT

### Sydney Science Park

The Chair announced that Mr John Vasallo and Mr Duncan Cullan from Celestino, property developers of the Sydney Science Park would be presenting to the Board meeting later this evening. Members will have the opportunity to review the Celestino vision of the Sydney Science Park. This provides NBMLHD with an opportunity to start planning for efficient and quality health services close to the Western Sydney International Airport. Members noted that a Memorandum of Understanding (MOU) will support an advantage of prior planning for our local population. The Chair reported on the discussions held between Celestino, the Deputy Chair and the Chief Executive. The Chair stated that the MOU with Celestino does not commit NBMLHD to anything but outlines how the two organisations can work together. The Deputy Chair provided background of Celestino - who they are, their vision and how it is anticipated that the area surrounding the Western Sydney International Airport will evolve. The Chair reminded members that the Aerotropolis is equivalent to the population of Adelaide.

### Greater Western Sydney Health

The Chair reported on the NBMLHD, Western Sydney Local Health District and South Western Sydney Local Health District collaboration for the Greater Western Sydney Health initiative. Members noted a Memorandum of Understanding (MOU) is currently being drafted. The Greater Western Sydney Health collaboration is designed to improve collaboration between the three LHDs generally and plan collaboratively for the Aerotropolis area specifically.

### Premier Announcement – Sunday 17 February 2019

The Chair noted the Premier's announcement of a \$2.8B increase to recruit thousands (8,300 including 5,000 nurses and midwives) of extra nurses, midwives and frontline staff to care for patients.

### 4.1 2019 Board meeting Schedule

Members noted the attached 2019 Board meeting schedule. The Chief Executive highlighted that the new schedule incorporates presentations to the Board meetings from each Sub Committee of the Board. Mr Austin reported to members that presentations by each sub-

committee would support an in depth overview on each committee; what work is underway and what challenges they may be facing or have overcome.

#### 4.2 Future Board meeting venues / technology

It was noted that not all 2019 venues are able to accommodate video and teleconference.

### 5. CHIEF EXECUTIVE REPORT

The Chief Executive reported on her report for the month of February 2019. Members noted the following:

#### Nepean Hospital Bomb Threat

The Chief Executive reported on the recent bomb threat to Nepean Hospital.

#### Land Acquisition: High Street Penrith

The Chief Executive requested endorsement of the transfer of land on High Street from the NSW Ambulance Service to NBMLHD which has Health Infrastructure's support. The cost is \$2M and within the redevelopment budget allowance for community services. Mr Allchin raised concerns that the area is in a flood area and requested due diligence be undertaken prior to transfer.

Moved: Mr Smith

Seconded: Mr Lenton

**Action: Purchase of the land from Health Administration Corporation endorsed by the NBMLHD Board subject to due diligence.**

#### January 2019 Results

The Chief Executive reported that the Year to Date January result is \$5.53M unfavourable with activity essentially on target. The Year End forecast remains consistent.

#### NSW Ministry of Health December League Table

Members noted the attached table.

#### Medical Staff Councils

The Chief Executive advised that an amendment to the Model By-laws to be issued shortly will require a separate Mental Health Medical Staff Council. Also the current By-Laws require an Executive Medical Staff Council for NBMLHD should be convened. The Chief Executive has written to each Medical Staff Council and requested nominees for the District MSC. Dr Flynn requested that Hawkesbury Medical Staff Council be included in the District MSC.

#### Furness Inquiry

The Chief Executive reported Ms Gail Furness, SC, was commissioned by the Secretary, NSW Health to conduct an independent inquiry into the management of Dr Gayed within NSW Health. Members were advised that Dr Gayed did not work at NBMLHD. The inquiry has made three recommendations. These are:

- LHD level review of incident reports
- Provision of information from VMOs for patients they are referring to LHD service

- Oversight of sole practitioners

The recommendations and applicability to NBMLHD will be reviewed through the Health Care Quality Committee.

#### Hospital Security

The Chief Executive noted that the Work Health & Safety Board Sub-Committee will oversee the recommendations from the NBMLHD commissioned Security Review.

Mr Allchin asked if NBMLHD has been considered a metropolitan LHD for the purpose of the Anderson review. It was confirmed that NBMLHD is included as a metropolitan LHD.

#### JMO Wellbeing survey

The Chief Executive advised that the 2018 JMO Wellbeing Survey results are now available and show generally improvement results for NBMLHD. Members held discussion on the hours worked, roster practices and that NSW Ministry of Health review reports that outline the hours of work to ensure there are no excessive hours.

#### Music Festivals

The Chief Executive reported that NSW Ministry of Health have released interim guidelines for Music Festivals Harm Reduction. Members asked whether these guidelines have implications for NBMLHD. The Chief Executive responded that organisers are required to ensure higher levels of onsite medical services and whilst the organisers are responsible they may be contract current LHD staff to provide this.

## 6. FEEDBACK FROM MEDICAL STAFF COUNCIL

#### Nepean Medical Staff Council

Dr Peter Flynn and Dr Amanda Stevanovic attended the meeting on behalf of Dr Nguyen. Dr Stevanovic reported that the Nepean Medical Staff Council are disappointed that Nepean Stage 2 funding does not allow for the development of a comprehensive cancer care centre (as per the Bishop report). Members were advised that the Medical Staff Council have written to the Hon. Greg Hunt, Federal Minister for Health requesting Federal funding for a Comprehensive Cancer Care Centre at Nepean Hospital. It is estimated the cost will be \$200M. Members held discussion on the planning of the Nepean Redevelopment. The Chair noted this was a bid to the Federal Government. Dr Stevanovic asked the Board for their support with the request of the \$200M from the Federal Government. The Chair noted the request of support and asked members for endorsement.

Moved: Mr Allchin

Seconded: Ms Skinner

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

Dr Flynn reported that the new MRI machine will be installed on 3 June 2019 and a replacement unit on 1 September 2019 at Nepean Hospital.

The Chief Executive reported that the Nepean MSC have forwarded their nominations for the Board sub-committees. This will need to be revisited following the initial Executive MSC.

**Action: Report to the March Board meeting.**

Blue Mountains Medical Staff Council

Dr Kalantar provided members with an update to the One Hospital progression at Blue Mountains Hospital. Dr Kalantar advised that the planning funding required is \$4.1M as per our Asset Strategic Plan No. 1 priority. Mr Allchin requested that we write to the NSW Ministry Health highlighting the importance and urgency.

**Action: NBMLHD Board endorse letter to NSW Ministry of Health regarding planning funding of \$4.1M for One Hospital in the Blue Mountains.**

**7. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) –**

Nil report.

**8. NBMLHD RESEARCH & EDUCATION FOUNDATION**

DRAFT Nepean Blue Mountains Education & Medical Research Foundation Limited – Health Promotion Support Agreement

Mr Grassi advised that NBM Education & Medical Research Foundation Ltd – Health Promotion Support Agreement has now been reviewed by Bartier Perry, an external legal advisor and is brought forward for endorsement.

Moved: Mr Allchin

Seconded: Mr Lenton

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

**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 NBMLHD Research & Education Foundation Fundraising

As discussed on item 8.

10.2 Internal Medicine

Deferred.

10.3 Medicare Ineligible Patients

The Chief Executive reported that this item needs to be discussed at the Medical Staff Council meeting.

#### 10.4 New Board sub-committee reporting template

Prof Reath reported that the template is in progress and needs to be deferred till June 2019.

#### 10.5 Nursing Hours per patient day

Members noted the attached report on nursing hours per patient day. The Chief Executive noted that the recent Industrial Relations Commission hearing required issues to be progressed via Reasonable Workload Committees.

#### 10.6 Representation on Board sub-committee from Medical Staff Council

The Chief Executive reported this will be confirmed following the initial meeting of the Executive Medical Staff Council.

#### 10.7 Board to sample meal from Food Services, Nepean Hospital

Secretariat to organise date.

Prof Seppelt provided members with an update on Trauma services that have been transferred to their facilities outside the District.

### **11. CORRESPONDENCE IN**

#### 11.1 HPRM 19/2024 NSW Cancer Institute – Cancer Control in NSW State-wide Report 2017

#### 11.2 HPRM 19/27066 Letter to the Chair NBMLHD Board re Board reappointment and refresh for Year 2019

#### 11.3 HPRM 19/2108 Bureau of Health Information Strategic Plan 2019-2022

#### 11.4 HPRM 19/2224 NSW Ministry of Health – Independent Inquiry under section 122 (1) c Health Services Act Dr Emil GAYED within the NSW public health system

*The Chair reported the attached correspondence is for noting.*

### **12. CORRESPONDENCE OUT**

Nil.

### **13. COMMITTEE REPORTS**

#### 13.1 Aboriginal Health

Members noted the attached quadrant report.

##### 13.1.1 HPRM 19/2056 Terms of Reference for Aboriginal Health Governance Committee

Members held discussion on the attached terms of reference. Ms Skinner reported that considering the NBMLHD and NBMPHN combined workshop held today it would be more

beneficial to review the attached terms of reference to capture the new priorities.

**Action: To be returned to the NBMLHD Board for endorsement at a later date.**

### 13.2 Audit & Risk Committee

Members noted the attached quadrant report.

#### 13.2.1 HPRM 18/26655 Annual Review of Audit & Risk Committee Charter

Mr Lenton reported the attached charter is submitted to the Board for endorsement.

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

#### 13.2.2 HPRM 19/2760 NBMLHD Enterprise Risk Management Appetite Statement DRAFT

Ms Wyburd reported that the attached Draft NBMLHD Enterprise Risk Management Appetite Statement has been updated to align strategic directions. For Board members review with endorsement to be requested at the March board meeting.

**Action: Request for endorsement at March Board meeting.**

### 13.3 Clinical Services Development

Nil Report.

### 13.4 Finance & Performance

Mr Grassi provided members with a report on the Finance and Performance Committee meeting held on 18 February 2019. Members noted reported have been uploaded to the Board portal.

### 13.5 Health Care Quality Committee (HCQC)

Members noted the attached quadrant report.

### 13.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Members noted the attached reports for December, January and February. Mr Allchin highlighted that the Medical Staff Council have continued to represent the Medical Staff well at these meetings.

### 13.7 Research Committee

Members noted the attached quadrant report.

### 13.8 Workforce & Culture

Members noted the attached report.

#### 13.8.1 NBMLHD Education & Training Quarterly report

Members noted the attached quadrant report.

Prof Reath inquired on bullying in the workplace reporting. Mr Smith reported that there is an opportunity to provide more details at the Workforce & Culture Committee presentation to the Board in 2019. Mr Smith indicated though incidents reported had increased the number of confirmed incidents were stable.

13.9 Work, Health & Safety Committee

Members noted the attached report.

**14 BUSINESS WITHOUT NOTICE**

Nil.

**15 FOR INFORMATION ONLY**

Nil.

The meeting closed at 6.07 pm.

**16 NEXT MEETING**

**Date:** Wednesday, 20 March 2019  
**Time:** 4.00pm – 6.30pm  
**Venue:** To be advised, Nepean Hospital

**Presentation:**  
**Time:** 3.30pm – 4.00pm – prior to Board Meeting  
**Venue:** To be advised, Nepean Hospital

*Nepean Blue Mountains Local Health Board Minutes 20 February 2019.*



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

Date: 20 / 02 / 2019