

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

DATE: 11 December 2019 TIME: 4.30pm – 6.30 pm

VENUE: Western Sydney Airport Experience Centre

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	A	Associate Professor Stephen Fuller	P
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	P
Ms Rebecca Beech, Executive Director Finance & Corporate Services	P	Mr Kevin Hedge, Director Allied & Population Health	A
Ms Caroline Noonan-Edwards, Director Media & Communications	A	Ms Debbie Wyburd, Executive Director Clinical Governance	A
Ms Rasha Kiswani, Director Planning	P		
MEDICAL STAFF COUNCIL & JUNIOR MEDICAL STAFF REPRESENTATIVES			
Dr Nhi Nguyen, Chair, Nepean Medical Staff Council	P	Dr Jim Kalantar, Chair Blue Mountains Medical Staff Council	A
Dr Peter Flynn, Nepean Medical Staff Council	P	Dr Arman Babajanyan, Blue Mountains Medical Staff Council	
WENTWORTH HEALTHCARE LIMITED (Primary Health Network)			
Ms Lizz Reay, CEO	A		

The Chair welcomed Mr Scott Griffiths, PSM Chair Western NSW Local Health District and Mr Scott McLachlan, Chief Executive Western NSW Local Health District to the NBMLHD Board meeting. Members noted the attendance by Western NSW Local Health District Chair and Chief Executive highlights the strength of the relationship between the two neighbouring LHDs and shared ongoing commitment to work together to improve services for both communities.

The Chief Executive highlighted the current patient flows from patients from the eastern part of WNSWLHD to NBMLHD, particularly Nepean Hospital Intensive Care Unit and maternal fetal medicine. There are opportunities for both LHDs to provide services in innovative ways in future, for example through Telehealth. Ensuring appropriate access to services for the Lithgow community brings the two LHDs together. The Western Sydney Airport opening will allow different referral patterns. The Chair brought attention to the value of the partnership.

Mr Griffiths responded that the relationship between the two Districts is significant and that the airport will provide an opportunity for new access.

Western Sydney International Airport

Mr Graham Millett, Chief Executive Officer provided the NBMLHD Board with a presentation outline the strategic plan and progress of the Western Sydney International Airport. The presentation included a timeline and scope of the building to the first opening in 2023 and the airport operational at the end of 2026.

Health Infrastructure NSW

Mr Daniel Pitton and Mr Adrian Timp provided members with an update of the Nepean Redevelopment for 2020 and planned works for 2020, including:

- Current campus works
- Nepean Multistorey car park and helipad completion
- Cancer Care expansion completion
- Clinical Tower concrete pour
- New child care centre construction underway
- Site masterplan
- Block and stack
- Child & Adolescent Mental Health Unit planning
- Year 2020 works

Dr Flynn noted that the redevelopment to date does not include any further expansion of Cancer Services which will be required by 2026.

Members thanked Health Infrastructure NSW for achieving the progress to date and noted the positive working relationship the LHD has established and maintained with Daniel Pitton on his team.

Action: Chair to write to Chief Executive Health Infrastructure NSW.

Members held discussion on the future of car parking at Nepean Hospital campus. Members noted that there will be a parking analysis completed in collaboration with Stage 2. Mr Zinghini noted that all modes of transport need to be considered, not just car parking. The emphasis is to work with NSW State Rail and Transport Services to increase use of public transport to and from the hospital campus.

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 20 November 2019 were accepted as a true and accurate record of the meeting.

Moved: Mr Lenton

Seconded: Prof Reath

Action: Endorsed by the NBMLHD Board.

4. CHAIRMAN'S REPORT

Western Sydney University

The Chair reported on a conversation he has had with the Vice Chancellor, Barney Glover Western Sydney University (WSU). Members were advised that the Vice Chancellor has raised an issue that he is trying to resolve with State Government on future plans of the WSU Werrington Campus. Members were advised that WSU had requested the new rail route to include a new stop at the WSU Werrington campus. WSU strongly advocates for the link as it is an imperative part of the WSU expansion for the future. The Chair advised members of the discussion with the WSU and NSW Minister for Transport.

The Chair brought attention to the Quarter and its relationship with WSU. Members discussed the possibility of developing a WSU Clinical School at the Nepean campus. Mr Allchin provided members with a report of the Quarter and Penrith City Council discussions with WSU and Transport NSW.

Action: Chair to distribute copy of Western Sydney University proposal for the Werrington campus to Board members.

Nepean Blue Mountains Education & Medical Research Foundation

The Chair reported on the NBM Education & Medical Research Foundation preview event held on 7 December. The Chair highlighted the good attendance including members from the Federal and State Governments. Members were asked to consider future potential donors. Prof Reath thanked the Chair and Mrs Leonarder-Collins on behalf of the Board for hosting the event at their home, Werrington House. Members were advised that the Western Weekender newspaper will be featuring the Foundation in their next edition.

The Chair offered Ms Scott, Board Secretariat congratulations on her graduation from Charles Sturt University with a Master of Commerce.

5. CHIEF EXECUTIVE REPORT

The Chief Executive reported on the report for the month of December 2019 with the following items highlighted:

Penrith Health Action Plan

Members were advised that Penrith Health Action Plan has received a further award from the National Growth Areas Alliance (NGAA). This time for Advocacy which goes with the award for Partnerships – Building Connections received earlier this year. Penrith City Council has acknowledged the District contribution in developing and implementing the Health Action Plan.

Lithgow Residential Aged Care Facilities

Members were advised that a further residential aged care facility in the Lithgow LGA has failed to meet Accreditation Standards. The Chief Executive reported that this has significant impact on Lithgow Hospital as there are now two RACF's unable to accept new residents. Ms Ramsden noted that the Accreditation Standards have changed over the past year and no notice visits can occur at any time. Members held discussion on the Aged Care Commission recommendations for the future of Aged Care.

Prof Reath referred to the letter to Lithgow Council and requested advice with regard ongoing care for residents with mental health concerns. The Chief Executive advised that the LHD mental health service provides ongoing care for as long as required. Ms Skinner asked if the NBM Primary Health Network can report on Mental Health Services that are available through primary care funding at a future Board meeting.

NSW Cancer Institute

The Chief Executive reported on the District's annual meeting with NSW Cancer Institute. Members were advised that the NBMLHD results for 2018 Reporting for Better Cancer Outcomes was commented as the most positive held for this year. Improvements were noted across all domains of the report; treatment, screening and clinical trials. The Chief Executive thanked Dr Amanda Stevanovic and the team at the Nepean Cancer Care Centre for their hard work and commitment to deliver these results.

Water Systems

The Chief Executive advised that Dr Branley (who is a reservist) has been deployed to Samoa to assist with the measles outbreak but has provided a brief update on the water systems. Members were advised that a full report and presentation will be provided at the February Board meeting.

The Chair highlighted that for any reservist who is deployed an organisation can claim compensation from the Commonwealth Government and the District should follow this item up.

People Matters Employee Survey

The Chief Executive noted the 2019 results which were in the top three for improvement across the State.

Director Medical Services, Nepean Hospital

The Chief Executive reported that Dr Peter Thomas, Director Medical Services has resigned

to take up a position at the Northern Beaches Hospital. Members were advised of the significant contribution that Dr Thomas has made to NBMLHD. Ms Ramsden reported that Dr Parsons will support the role until recruitment is finalised.

Action: Chair to write letter of thanks to Dr Peter Thomas.

Ms Skinner brought attention to succession planning for key people within NBMLHD. The Chief Executive reported that the District has talent development, general succession plans, key person plans in place and being further developed.

Volunteer Fire Fighters

The Chief Executive reported that the District is currently reviewing how many staff are volunteer fire fighters. Members noted that volunteer fire fighters do not receive any compensation for their services. The Chair stated he strongly supports the District to assist staff who volunteer.

November Results

The Chief Executive reported on the November results. Members noted due to the December Board meeting being held one week earlier in December there are some reports which are unavailable. The Chief Executive reported the District is continuing discussions with NSW Health on the district's year end forecast. The Chair requested that any impact of volunteer fire fighters absenteeism and the impact of fire/smoke related presentations is identified in our reporting.

HealthShare NSW Award

The Chief Executive reported that NBMLHD has been recognised at the recent HealthShare Procurement Forum as "Team of the Year". This is recognition for the good engagement between our team and HealthShare staff. The Chief Executive thanked the Contracts and Procurement team who engage with the Clinical staff of the District.

5.1 Appendix 1: HPRM 19/37297 Letter to Lithgow Mayor regarding Mental Health Services for the Community in Lithgow

Members noted the attached letter that provides Lithgow Council advice on services available to community members.

5.2 Appendix 2: Performance Reports (ETP, TOC, ESAP)

For information.

5.3 Appendix 3: Emergency Department Survey Results

The Chief Executive noted the presentation to the Ministry of Health with regard to Emergency Department Survey results. Members were advised that the survey period was when construction to expand the Emergency Department was occurring which may have impacted results for cleanliness. Since the completion of the renovations in the Emergency Department the cleanliness of the bathroom and other areas are noticeably improved.

5.4 Appendix 4: NSW Health League table October 2019

The Chief Executive reported on the attached NSW Health League table.

6. NEPEAN HOSPITAL AND INTEGRATED AMBULATORY SERVICES REDEVELOPMENT

The Chief Executive reported on the following:

- A review of public/private opportunities will be completed in the New Year and come to the Board through Clinical Services Strategic Development Committee.
- The Chief Executive advised that a response has been sent to the Ministry with regard to their advice on bed/service numbers for Stage 2 Clinical Services Plan. There will be ongoing discussion in the New Year. Members noted that population projections do not adequately reflect the impact of Badgery's Creek and surrounds.

The Chief Executive brought attention to write to the Chief Executive Health Infrastructure NSW on the excellent team collaboration between Daniel Pitton and his team.

7. FEEDBACK FROM MEDICAL STAFF COUNCIL

7.1 Nepean Medical Staff Council

Dr Nguyen reported on the successful negotiation with Health Infrastructure which provides for staff access to the stairs for the Stage 1 Tower. This reduces lift traffic and should have a positive health impact for staff.

Dr Flynn reported on the Medical Staff Council - Annual General Meeting. Members were advised that Dr Nguyen has been reappointed as Chair MSC and Drs Stevanovic, Williams and Sud hold the position of vice chairs.

The Chief Executive reported on the request for Hawkesbury Hospital Medical Staff Council representation at meetings. It was agreed that Hawkesbury Medical Staff Council members are included in the District Medical Staff Council but at this time should not be representatives to the Board meeting.

7.2 Blue Mountains Medical Staff Council

Dr Babajanyan reported on behalf of Dr Kalantar that work is ongoing to increase Special Care Nursery capacity.

The Chair highlighted that the NBMLHD Board will ensure that local MPs in the Blue Mountains are advised of the proposed direction of the District into the future.

8. WENTWORTH HEALTHCARE LIMITED (PRIMARY HEALTH NETWORK) –

The Chair noted Ms Reay as an apology. The Chief Executive highlighted the Wentworth Healthcare Limited Annual General Meeting on 27 November. Members were advised that Dr Andrew Knight and Ms Jillian Harrington terms have concluded on the Board. Ms Belinda Hill, Allied Health and Ms Heather Nesbit have been appointed to the Board. The Chief Executive

stated that Dr Tony Rombola is the current Chair.

9. NBMLHD RESEARCH & EDUCATION FOUNDATION

Mr Allchin stated that the Foundation is achieving growing community awareness. Mr Grassi advised a successful event was held at the new Lone Star restaurant and further activities will be held in the new year.

10. WORK, HEALTH & SAFETY

10.1 Board Members' Advice to NBMLHD Executive

Nil report.

In subsequent discussions Mr Austin advised that the University of Sydney have issued advice with regard to staff working from home whilst bush fire smoke is impacting air quality. Mr Austin wondered if NBMLHD was taking similar action. Ms Clark advised that given patient care staff have to be present no similar arrangements are in place.

10.2 NBMLHD Executives' Advice to Board

Nil report.

11. ACTION SHEET

11.1 Warm Water Systems

The Chief Executive noted the report from Dr Branley. Members were advised that a formal presentation will be made to the Board in February 2020.

11.2 Hawkesbury District Health Service – options paper

Members were advised the options paper will be available for February 2020.

11.3 Ambulance bypass report

The Chief Executive reported that the District is still awaiting on the NSW Ambulance bypass report.

11.4 Readmission report

Members reviewed attached report.

12. CORRESPONDENCE IN

Nil report

13. CORRESPONDENCE OUT

Nil report

14. COMMITTEE REPORTS

14.1 Aboriginal Health

Ms Skinner reported on the recent Aboriginal Health Committee meeting. Members were advised that a quadrant report will be uploaded to the Board portal. Members were advised that the Committee is focusing on three strategies and ensuring that the Committee is working in collaboration with HCQC.

14.2 Audit & Risk Committee

Nil meeting.

14.2.1 HPRM 19/37791 Audit & Risk Committee Charter updated November 2019

Members were provided with the Audit & Risk Committee updated Charter for endorsement. Mr Lenton advised that this is reviewed/updated annually.

Moved: Mr Lenton

Seconded: Mr Allchin

Action: Endorsed by the NBMLHD Board.

14.3 Clinical Services Development

Members noted the attached quadrant report.

14.3.1 HPRM 19/38412 Clinical Services Strategic Planning and Development Terms of Reference

The Chair reported the attached terms of reference are submitted for endorsement. Prof Fuller highlighted the matrix to assist in clarifying agenda items. Members noted that the meeting frequency will be quarterly.

Action: Endorsed by the NBMLHD Board.

14.3.2 HPRM 19/38413 Clinical Services Strategic Planning and Development Sub Committee Matrix

Members noted the attached matrix.

14.4 Finance & Performance

Members noted that the next Finance & Performance Committee meeting is scheduled on Monday, 16 December. Reports will be uploaded to the portal when available.

14.5 Health Care Quality Committee (HCQC)

Members noted the attached report. Prof Reath brought attention to MET calls. Members were advised on the delay of completing RCAs. Dr Nguyen reported that the Nepean Medical Staff Council have been reminded that RCAs need to be timely.

14.6 Medical & Dental Staff Appointments Advisory Committee (MDAAC)

Members noted the December minutes have been uploaded to the Board portal. Mr Allchin reported that the MDAAC meeting has received good attendance by MSC representatives. Members were advised that this assists to make informed decisions.

14.7 Research Committee

Nil report.

14.8 Workforce & Culture

Nil report. Mr Smith reported the next meeting is scheduled on 28 January 2020.

Mr Smith reported on the Joint Integrating Care Board Sub-Committee (joint with the Primary Health Network) and requested this item be added as a standing Committee report to the agenda for February 2020 moving forward.

Action: Secretariat to add Integrating Care Committee as a standing Committee report from February 2020.

14.9 Work, Health & Safety Committee

Nil report.

15 BUSINESS WITHOUT NOTICE

Nil.

16 FOR INFORMATION ONLY

Nil.

The meeting closed at 5.50 pm

17 NEXT MEETING

Date: Wednesday, 19 February 2020
Time: 4.00pm – 6.30pm
Venue: Warragamba Executive Boardroom, Station Street Penrith

Nepean Blue Mountains Local Health Board Minutes 11 December 2019.



The Hon. Peter Collins, AM, QC.

Date: 19 / 02 / 2020