

MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 6 APRIL 2022 COMMENCING AT 9.00AM VIA MICROSOFT TEAMS

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The Chair opened the meeting and acknowledged the Traditional Owners of this Land. He also paid his respects to the Elders both past and present. He extended his respect to other Aboriginal people and colleagues present today.

The Board noted that due to the recent extreme flooding event in the Northern Rivers, the 30 March 2022 Board meeting was cancelled and a modified Board meeting was rescheduled for 6 April 2022. All March Board papers will be noted as read.

1. In-camera Session

An in-camera session was not required.

2.1 PRESENT AND APOLOGIES:

Board Members Via Teams: Mr Mark Humphries (Chair), Mr Peter Carter, Mr Michael Carter, Dr John Griffin, Dr Alasdair Arthur, Ms Carolyn Byrne, Dr John Moran (joined 9.20am), Mr Scott Monaghan, Ms Naree Hancock (joined 9.20am), Mr Thomas George, Professor Susan Nancarrow

In Attendance:

Ms Lynne Weir Acting Chief Executive
Mr Ged May, Community Engagement Manager

Apologies:

Mr Pat Grier
Dr Allan Tyson

2.2 Declaration of Pecuniary and/or Conflicts of Interest:

No declaration of pecuniary and/or conflicts of interest were declared.

The Board Chair welcomed Mr Thomas George as the newly appointed member of the NNSWLHD Board.

The Board Chair advised that following a discussion with Ms Susan Pearce, Secretary NSW Health, Mr Jones secondment to the Ministry of Health will be extended. The Chair thanked Ms Weir for her excellent and dedicated work in acting in the Chief Executive role in Mr Jones absence.

2.3 Previous Minutes:

2.3.1 The Minutes of the Board Meeting held on 23 February 2022 as circulated were **ENDORSED** as a true and accurate copy.

Moved: Mr Scott Monaghan

Seconded: Mr Michael Carter

CARRIED

2.3.2 Business Arising from the minutes:

Nil matters arising from the Minutes.

2.3.2.1 A letter of congratulations to be drafted for the Board Chair's signature to be forward to Ms Susan Pearce on her recent appointment as the new NSW Secretary Health.

The Board noted the letter was emailed on 7 March 2022.

2.3.2.2 The Chief Executive is to provide additional information around proposed services at Murwillumbah District Hospital and community services that will remain at The Tweed Hospital site to the 30 March 2022 Board meeting.

The Board noted this will now be submitted to the 27 April 2022 Board meeting.

ACTION:

The Chief Executive is to provide additional information around proposed services at Murwillumbah District Hospital and community services that will remain at The Tweed Hospital site to the 27 April 2022 Board meeting.

2.3.2.3 Ms Weir will provide a Workplace Culture update to the 29 June 2022 Board meeting.

This will be provided to the 29 June 2022 Board meeting.

ACTION:

Ms Weir will provide a Workplace Culture update to the 29 June 2022 Board meeting.

2.3.2.4 Ms Weir to provide information around the recruitment delays for two Assistants in Nursing positions and strategies put in place to address these concerns to the 30 March 2022 Board meeting.

Following a discussion, the Chief Executive will provide an update on the LHD strategic recruitment and retention direction.

ACTION:

Ms Weir to provide an update on LHD strategic recruitment and retention direction to the 25 May 2022 Board meeting.

2.3.2.5 Ms Weir to draft a letter for the Board Chair's signature acknowledging the excellent work undertaken by clinical coders across the District.

The Board noted this letter is currently being drafted.

2.3.2.6 Ms Weir to provide an update report on Patient Reported Measures to the 27 July 2022 Board meeting.

The Board noted this will be provided to the 27 July 2022 Board meeting.

ACTION:

Ms Weir to provide an update report on Patient Reported Measures to the 27 July 2022 Board meeting.

2.3.3 Other Matters Arising from the minutes

Nil for this meeting

3. Matters for Decision

3.1 NNSWLHD Subcommittee nomination for new Board member

The Board Chair advised Mr Thomas George will be replace Mr Peter Carter as the newly appointed member for CPAC (Community Partnership Advisory Council).

ACTION:

An updated 2022 Board Sub-committee list is to be provided to the 27 April 2022 Board meeting.

4. Chairman's Update

4.1 Chairman's Calendar

The Board noted the Chairman's Calendar.

5. Matters for Discussion

5.1 Chief Executive's Report

Ms Weir referred to the issues that were covered in the Chief Executive's Report including:

5.1.1 Current and Significant Issues

- Flood Event – LHD continues to utilise agency nurses. Challenges continue with accommodation requirements for these nurses.
- An update was provided on Elective Surgery across the LHD.
- A brief discussion followed on the NSW Independent Flood Inquiry and the Legislative Council Select Committee Inquiry on the response to major flooding across NSW.
- **Coronavirus** – case numbers continue to rise attributed largely to the Omicron BA2 Subvariant. LHD is concerned about local spread of virus due to evacuation and recovery centres and generally diminished consideration of COVID protection measures (eg masks, social distancing) due to focus on flood recovery.
- **Staffing and Service Modifications** – update provided on the staff who have been sent from other LHD's across the state to assist in various services across the LHD due to the recent weather event.
- **Vaccination Program** – COVID vaccination clinics have re-opened at Tweed Mall and Prince Street Grafton. Lismore clinic has relocated to Southern Cross University.

5.1.2 Update on Strategic Issues

- Bureau Health Information October – December 2021 Quarterly report - the board noted the information in the report.

5.1.3 Matters for Approval

- NNSWLHD Clinical Governance Framework was noted.

5.1.3 Major Key Performance Indicators

- Emergency Treatment Performance (ETP) during February 2022 NNSWLHD did not meet the ETP target of 50% (admitted) with a result of 27.8%.
- Elective Surgery Access Performance during February 2022 was Category 1 97% against a target of 100%, Category 2 74% against a target of 97% and Category 3 was 85% against a target of 97%.
- Elective Surgery overdue numbers for February 2022 were Category 1 – 2, Category 2 – 558, Category 3 – 700.
- Triage – NNSWLHD met triage Category 1 target, Category 2, February 2022 result was 80% with a target of 95% and Category 3, result was 73% against a target of 85%.
- Transfer of Care target for February 2022 was 90% with a result of 85%.

5.1.5 Security, Risk and Compliance Update

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- Nil for this report

5.1.6 Governance Update

- NNSWLHD Tweed, Byron and Murwillumbah Accreditation has been rescheduled to 30 May – 3 June 2022.
- NSW Secretary – Future Health – this will act as a roadmap for NSW Health over the coming decade.

5.1.7 eHealth Update

- Update provided on the damage to both data links to the data centres in Sydney. The permanent primary link was re-established at 7pm on 8 March 2022. Work continues to replace flood damaged IT equipment at various locations across the LHD footprint.

5.1.8 Capital Works/Planning Projects

- Recent rain caused both Tweed Valley and Lismore construction sites to close for a short period of time. Work is progressing well at both sites.

5.1.9 Matters for Noting

- The Board noted thank you letter to Xavier Catholic College, St Vincent's Hospital and Southern Cross University regarding recent assistance during the floods.
- The message from Ms Susan Pearce, Secretary NSW Health regarding her recent appointment to the position was noted.

5.1.10 Important Meetings/ Diary Commitments

- Board Development Workshop to be held 25 May 2022.
- Combined NNSW LHD and Healthy North Coast Board meeting to be held 27 April 2022.

Questions for the Chief Executive without Notice

- Nil for this meeting.

The Board **ENDORSED** the Chief Executive's Report.

5.1 Committee Minutes (discussed on exception basis, otherwise noted)

5.2.1 Health Care Quality Committee (HCQC) – Out of session March 2022.

The Board noted the HCQC meeting was cancelled due to floods and an out of session meeting was held. The Board noted the out of session March minutes.

The Board noted the unconfirmed HCQC minutes.

5.2.2 Finance and Performance Committee (F&PC) – 16 March 2022

Mr Michael Carter provided a brief overview of the F&PC minutes.

The floods have not had an impact on the February results, however it is anticipated the significant flood impact will show in the March results.

5.2.3 Medical and Dental Appointments Advisory (MDAAC) Committee – 10 March 2022.

The Committee noted the MDAAC minutes.

5.2.4 Audit and Risk Committee (ARC) – 2 March 2022.

The 2 March 2022 meeting was cancelled due to the floods.
The Board noted the ARC Annual Report.

5.2.5 Clinical Planning and Clinician Engagement Committee (CPCEC) – 17 March 2022.

The Board noted the 17 March 2022 meeting was cancelled due to the flood.

5.2.6 Community Partnership Advisory Council (CPAC) – 4 April 2022.

The Board noted the 4 April 2022 meeting was cancelled due to the flood.

5.2.7 Research and Innovation Committee (RIC) – 2 February 2022.

The Board noted the RIC 2 February 2022 minutes

6. Matters for Noting/Information (discussed only on exception basis)

Nil for this meeting

6.1 Major correspondence

Nil major correspondence

6.2 NNSWLHD Seal

There were no items requiring the NNSWLHD Seal to be applied.

6.3 Updated Board Calendar

The Board noted the updated Board Calendar.

6.4 Other matters for noting

6.4.1 Feedback on NSW Health Board members conference

Following a discussion on the content of the 2022 NSW Health Board members Conference, it was agreed that each member provide three dot points for feedback to be collated and discussed at the 27 April 2022 Board meeting.

ACTION:

Board members to forward three dots points to the Board Secretariat regarding the 2022 NSW Health Board Members Conference for inclusion and discussion at the 27 April 2022 Board meeting.

Board members referred to the importance of being able to network and confer with their counterparts across the state. The Chair indicated that he is happy to endorse NNSW LHD Board members to attend another LHD meeting. Ms Weir will follow with the MoH re this request.

6.5 Business with Notice

Nil for this meeting.

7. Meeting Finalisation

7.1 Next Meeting

27 April 2022

7.2 Meeting closed

There being no further official business, the Chair declared the meeting closed at 9.56pm.

I declare that this is a true and accurate meeting record.

Signed 

Date 27/4/22

Mr Mark Humphries
Chair
Northern NSW Local Health District Board