

**MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 7 DECEMBER 2016 IN THE BOARDROOM. NORTH COAST PRIMARY HEALTH NETWORK OFFICES, TAMAR STREET, BALLINA COMMENCING AT 8.30AM**

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**1. PRESENT AND APOLOGIES:**

Dr Brian Pezzutti (Chair), Mr David Frazer, Dr Joe Ogg, Mr Mark Humphries, Dr John Moran, Ms Deb Monaghan, Ms Carolyn Byrne, Dr John Griffin, Professor Susan Nancarrow and Mr Michael Carter.

**Via Teleconference:** Ms Leone Crayden

**In Attendance :** Mr Wayne Jones, Chief Executive  
Mr Murray Spriggs (Secretariat)  
Ms Jenny Cleaver (Secretariat)

**2. Apologies:** Dr Allan Tyson, Mr Patrick Grier (Leave of Absence).

The Chair paid his respects to Aboriginal Elders, past and present, as the traditional owners of the land, being the Bundjalung Nation and thanked them for their custodianship of the land.

**3. Declaration of Pecuniary and/or Conflicts of Interest**

There were no Declarations of Pecuniary and/or Conflicts of Interest made.

**8.30am – 9.30am**

**Ms Jo Mitchell, Acting Director, Centre for Population Health and Ms Jillian Adams, NNSW LHD Manager Health Promotion presented on Obesity and Ms Julia Dayhew, NNSW LHD Falls Prevention Co-ordinator presented on Falls Programs**

The Chair welcomed Ms Mitchell, Ms Adams and Ms Dayhew to the Board Meeting.

The Board received a presentation on Obesity by Ms Mitchell and Ms Adams.

Issues discussed following the presentation included:

- The NNSW LHD incidence of childhood obesity is lower than the NSW State average due in large to the focused and sustained work with pre and early school child health initiatives across the North Coast.
- It was stressed that a five percent reduction will be difficult to achieve across the State and will require additional funding to assist in meeting the Premier's priority.
- Suggestion of a census of children's height and weight to be undertaken on 30 June each year in all schools to obtain a good recording of where children currently sit was proposed by the Board Chair.
- It was proposed that inclusion of relevant education in the curriculum for a range of professions including engineers, architects and allied health workers on obesity issues would develop the leadership required to sustain long term improvements.
- It was noted that major public health improvements across Australia have required legislation forcing functions. It was considered that implementation of legislative changes including a sugar tax, alcohol and junk food advertisements would have the most effective impact.

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- Additional suggestions included healthy workplaces for adults, labelling of sports sponsorships, public sector private partnerships encouraging a more active lifestyle and portion sizes and the use of social media for naming and shaming for some bad food choices in some areas which may assist in changing perceptions, availability of healthy choice such as free fruit in some locations such as hotels and supermarkets.
- Encouragement of children walking to school when safe to do so and the cost of sports insurance may need to be raised with the relevant industry by the Ministry of Health.

The Board received a presentation on the Falls Programs being undertaken across NNSW LHD by Ms Dayhew.

Issues discussed following the presentation included:

- The initiative undertaken by Ms Lynne Weir, Executive Director Richmond Clarence Health Service Group in purchasing a number of low-low beds to assist in reducing inpatient falls.
- Mr Jones commended Ms Dayhew on the work that has been undertaken to-date in the area of Falls Prevention. Mr Jones indicated that continued and enhanced engagement with the North Coast Primary Health Network needs to occur to better engage GPs.
- Consideration is given to placing brightly coloured step strips on stairs in LHD facilities. Mr Jones indicated that he will discuss this suggestion with the LHD Capital Works Manager.

The Chair thanked Ms Mitchell, Ms Adams and Ms Dayhew for their presentations to the Board meeting and providing presentations to the Board Meeting.

Professor Nancarrow noted that in the discussion on the two presentations there are strategic links to identify items for inclusion in the curriculum for students and opportunities for student placement with providers including the Northern Rivers University Centre for Rural Health and Southern Cross University. Mr Jones responded that he will refer this to the NNSW LHD Interdisciplinary Clinical Training Network (ICTN) Committee for consideration.

**Action:**

**Mr Wayne Jones is to discuss the potential for placing brightly coloured step strips in LHD facilities with the LHD Capital Works Manager.**

**Mr Jones is to include an item for discussion on the next Interdisciplinary Clinical Training Network (ICTN) Meeting Agenda concerning strategic links to identify items for inclusion in the curriculum for students and opportunities for student placement with providers including the Northern Rivers University Centre for Rural Health and Southern Cross University.**

**4. Board Members to asterisk non-asterisked items that they wish to discuss.**  
The Board Members asterisked all Business Arising Agenda Items.

**\*5. Previous Minutes:**

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a) The Minutes of the Board Meeting held on 26 October 2016 as circulated were ENDORSED as a true and accurate record of the meeting with amendments as follows:

Page 6 paragraph 2 "The Board requested that Professor Nancarrow provide a presentation to a future Board meeting on allied health comparisons and key performance indicators."

Page 10 last dot point - removal of the question mark at the end of the paragraph.

Page 10 second last paragraph to now read "Mr Jones responded that the research is a focus area of development and further work will progress upon the appointment of the Director of Research."

Page 13 last paragraph to now read "The Board Chair asked that consideration be given to progressing appointment of any additional Gastroenterologists as either Staff Specialists or Visiting Medical Officers in future recruitment."

Moved: Dr Joe Ogg  
Seconded: Mr David Frazer  
CARRIED

**Business Arising from the Minutes:**

**\*6.1 Professor Nancarrow is to provide a presentation to a future Board meeting on allied health comparisons and key performance indicators.**

The Board requested that Professor Nancarrow provide a presentation on allied health comparisons and key performance indicators to the 22 February 2017 Board Meeting.

**Action:**

**Professor Susan Nancarrow is to provide a presentation to the 22 February 2017 Board meeting on allied health comparisons and key performance indicators**

**\*6.2 Mr Wayne Jones is to schedule a meeting with Mr David Frazer and Ms Yvette Bowen toward the end of November 2016, to review the Work Health and Safety Report Template which will be utilised for future reports to the NNSW LHD Board**  
The Board noted that a meeting was held on 23 November 2016 between, Mr Jones, Mr David Frazer and Ms Yvette Bowen, Manager Work Health and Safety (WHS) and Injury Management. It was agreed that monthly updates on the WHS and Security matters will be provided to the Board through the Chief Executive's Report, a quarterly report detailing NNSW LHD performance on a range of WHS & S matters will be provided to the Board and an annual workshop will be scheduled for all Board Members on WHS&S updates.

**\*6.3 Mr Wayne Jones will request that the proposed changes to the 2016/17 Business Plan be incorporated into the document and submitted to the 7 December 2016 Board Meeting for noting.**

Mr Jones reported that the advice he had previously provided to the Board was not correct.

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Mr Jones advised that the NSW LHD Business Plan does not have to be endorsed by the Board, as it is only provided to the Board for information as it is an operational document. Mr Jones indicated that he will provide a copy of the final NSW LHD 2016/17 Business Plan to the Board following the completion of the required amendments, for information.

**Action:**

**Mr Jones is to submit a copy of the final 2016/17 Business Plan to the Board for information.**

- \*6.4 Mr Wayne Jones is to schedule a meeting with Mr Chris Gulaptis MP, Member for Clarence to discuss the Grafton Base Hospital (GBH) Ambulatory Care Project and the potential to redevelop GBH.**

Mr Jones advised that he has had a telephone discussion with Mr Chris Gulaptis MP, Member for Clarence concerning the GBH Ambulatory Care Project and redevelopment of GBH. However, following recent changes to leadership within the National Party, Mr Jones advised that he will again make contact with Mr Gulaptis to obtain his support in seeking opportunities to receive alternative funding for GBH redevelopment as GBH has been identified as the second highest capital works priority for NSW LHD and of the expected impact that the new Grafton Gaol will have on GBH services.

**Action:**

**Mr Jones is to schedule a further meeting with Mr Chris Gulaptis MP, Member for Clarence to discuss funding for the Grafton Base Hospital redevelopment.**

- \*6.5 Mr Wayne Jones is to consider the development of guidelines in conjunction with the Director of Finance for the management of patients from overseas who are accessing health services and not insured to ensure that there is an approval process developed to guide staff on how these cases need to be managed.**

Mr Jones reported that NSW LHD does have a policy on the management of patients from overseas accessing health services who are not insured. This matter has been raised with the MOH and it is hoping to obtain some support from the Legal Branch. However, a definitive response is not expected for some time.

- \*6.6 Mr Wayne Jones is to schedule a meeting with Professor Susan Nancarrow to further discuss specific aspects of engaging with the Gold Coast Hospital research group.**

Professor Nancarrow indicated this related to a specific bid made to the Translational Research Institute which was focussed around specific areas that are available on the Gold Coast. The issues that were identified are particularly relevant to cross border, growing population and opportunities to work together.

Mr Jones advised the Board on the current structures that are in place with the Gold Coast Health Service and NSW LHD with a Cross Border Executive Steering Committee that meets on a quarterly basis and Working Groups that sit under that Executive Steering Group. These groups undertake a lot of work in relation to integrated care and pathway development including a trauma pathway. The NSW LHD focus is on clinical services and

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progressing the reversal of flows back to the LHD as appropriate, Mr Jones reported.

**\*6.7 The Brief on a proposal to reformat Board Meeting Agenda, Chief Executive Report and the inclusion of a Board Calendar into the Board Meeting Papers is to be resubmitted to the 7 December 2016 Board Meeting for consideration.**

This item was discussed under Item 9.1

**\*6.8 Mr Jones is to seek advice from Dr David Hutton, Executive Director Clinical Governance on the proposal for other representatives to be invited to be involved in Root Cause Analysis (RCA) processes and feedback is to be provided to the Board and the Mental Health Forum.**

Mr Jones advised that he met with Dr Ogg and Dr David Hutton, Executive Director Clinical Governance to discuss RCA processes and the inclusion of other representatives to be invited to be involved in RCA processes. As there is mandated legislation, consideration would need to be given on a case by case basis and there is a willingness by the Clinical Governance Unit to carefully consider this request.

**\*6.9 Mr Jones is to provide advice to the 7 December 2016 Board Meeting on whether Dr Sue Page is able to continue on the Drug and Alcohol Community Advisory Committee as a community member.**

Mr Jones advised that as Dr Page is moving to North Queensland this issue will be considered upon Dr Page's return to Northern NSW.

**6.10 Any other Matters Arising from the Board Minutes**

- The Board agreed that Business Arising items require signed Briefing Notes to be submitted in the Agenda Meeting Papers that addresses the relevant Business Arising item.
- Mr Jones proposed that to assist discussion of relevant items on the Board Agenda key NSW LHD Executives attend Board Meetings in an "in attendance capacity" to report on related matters on the Agenda commencing in 2017.

The Board **RESOLVED** to **ENDORSE** the proposal from the Chief Executive for key NSW LHD Executives to attend Board Meetings in an "in attendance capacity" to report on related matters on the Agenda.

Moved: Mr David Frazer  
Seconded: Mr Mark Humphries  
CARRIED

**7. \* Action Table - NSW LHD Board Resolution & Decision Register Updated from 26 October 2016 Board Meeting for noting.**

The Board noted the Resolution and Decision Register.

**7.1 Changes to Register Items 578 covered in Item 6 Business Arising.**

The Board noted that Item 578, the 2016/17 Business Plan, would be submitted to the Board only for information.

**7.2 New Register Items 579 to 585 covered in Item 6 Business Arising.**  
Noted

**8. \*Chief Executive's Report**

Mr Jones referred to the issues that were covered in the Chief Executive's Report to the Board, which included: Work Health and Safety, Elective Surgery and Emergency Patient Results, Capital Works and Planning Projects – The Tweed Hospital, LBH Stage 3A, Grafton Correctional Facility and Grafton Specialist Centre, Performance Reports, Business Plan, Management of Non-Insured Patients, Membership of the RCA Teams, Audit of Cancer Treatment in NSW, Mental Health Services, Regional Boundaries – Cabinet in Confidence, Transport Capacity Review, Joint Organisations – Getting the Boundaries Right and Clinician Engagement.

The following matters were discussed:

- The meeting held with Ms Yvette Bowen and Mr David Frazer as reported in Item 6.2. Additionally, the NNSW LHD injury rates for October 2016 are the lowest seen for two years and the payment for the Hindsight Premium is still to be received. Ms Bowen is also in the process of developing a detailed WHS support plan around a range of indicators.

An induction for new Board Members is to be undertaken in 2017 following Mr Patrick Grier commencing on the NNSW LHD Board.

The Board Chair suggested that he forward a letter to Ms Yvette Bowen, Manager WHS and Injury Management thanking her for her work for NNSW LHD to achieve the recent results with reducing the LHD injury rates and the reduction in the Hindsight Premium.

**Action:**

**The Board Chair is to forward a letter to Ms Yvette Bowen, Manager WHS and Injury Management thanking her for her work for NNSW LHD to achieve the recent results with reducing the LHD injury rates and the reduction in the Hindsight Premium.**

- The Board expressed the importance of progressing The Tweed Hospital Stage One development and build the two operating theatres and ward while a decision is pending on full TTH development.
- Advice has been received in relation to the Grafton Correctional Facility development that under the agreement with the private provider operational costs borne by NNSW LHD for the provision of clinical services to inmates will be recoverable.

Following discussion on this item, the Board requested that Mr Jones provide a Briefing Paper to the 22 February 2017 Board Meeting outlining the private provider arrangements

in relation to the Grafton Correctional Facility and the expected impact on GBH clinical services including associated costs.

**Action:**

**Mr Jones is to provide a Briefing Paper to the 22 February 2017 Board Meeting outlining the private provider arrangements in relation to the Grafton Correctional Facility and the expected impact on GBH clinical services including associated costs.**

- Following concerns that had been raised on the supply of Mental Health Services in the Clarence Valley, it has been agreed to undertake a review of Mental Health Services in the Clarence Valley. The Review Team is being led by the MOH Chief Psychiatrist and is expected to be conducted prior to the end of 2016.

The Board **SUPPORTED** the undertaking of a review of Mental Health Services in the Clarence Valley.

- The excellent result of the Non-Emergency Patient Transport review as NSW LHD being the most efficient NEPT service in NSW was noted.
- The Chief Executive is to make enquiries with the MOH concerning the availability of the monthly Health On a Page Performance Dashboard.
- Aspects of the Surgical Dashboard Report were discussed including the amount of surgery being undertaken across NSW LHD, surgery cancellation rates and start on time results for NSW LHD compared to some other LHDs.

Mr Jones spoke on the potential to move appropriate surgery from TTH to Murwillumbah Hospital and from LBH to Casino and Ballina Hospitals as well as utilising GBH and Maclean District Hospital to undertake more surgery and reduce demand on LBH and TTH operating theatres.

Mr Jones is to discuss with Professor Nancarrow the Orthopaedic Assessment Program for Allied Health triaging of orthopaedic patients and how this program may be utilised by NSW LHD.

- Mr Jones advised that he will be undertaking further discussions with the Chief Executive, Hunter New England LHD concerning the Jabullum Health Post facilities. NSW LHD will also meet with representatives from the Tabulam Land Council in 2017 to discuss this matter.
- Following a query concerning participation in Private Health Funds, Mr Jones advised that the national insurance rate trend is indicating that people are opting out of Private Health Funds or are closely choosing what areas they wish to have private health insurance in. There is a view that should the level of private insurance decrease much further this will

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have a significant impact on the public sector health services as more people will need to access public health services for surgery, thereby increasing surgery waiting times.

- The Risk Assessment Workshop that was held on 28 November 2016 was attended by Mr David Frazer. Good feedback was received from the participants looking at the organisational risks rather than funding issues.
- The recent Transformers Programs facilitated by NCPHN and NNSWLHD were excellent and the clear message from the session was to continue with integrated care and include patients as well as carers in the work being undertaken on integrated care.

The Board Chair referred to the NCPHN launch of the Patient Centred Medical Home – a quality improvement handbook and advised that it was an excellent document and referred to the Healthcare neighbourhood.

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

**\*9. Strategic and Planning Items**

**9.1 Brief on proposal to reformat Board Meeting Agenda, Chief Executive Report and the inclusion of a Board Calendar into the Board Meeting Papers**

The Board discussed the proposal to reformat the Board Meeting Agenda, Chief Executive Report and inclusion of a Board Calendar in the Board Meeting Papers.

The Board suggested that it requires more streamlined briefing papers that provide an analysis and trending of important issues, where appropriate, including Board Sub-Committee Meeting Minutes, to allow the Board to have a clear understanding of what is being submitted and a clear recommendation /resolution that is to be considered by the Board. Therefore, a template for reporting should be developed for this purpose.

Mr Jones advised that a template will be developed that helps guide reports from the Executive and a one-page summary of the Board Sub-Committee's key items and issues discussed will be submitted for the Board's consideration in the first quarter of 2017.

In relation to the timing of the Board Meetings, the Board agreed as follow:

- Board meetings at Grafton Base and The Tweed Hospitals commence at 9.00am and finish at 12.00pm (overnight accommodation the previous night is to be available as required);
- Board meetings held at Ground Floor Meeting Room, Crawford House, Hunter Street. Lismore commence at 1.00pm and finish at 4.00pm
- Board Meetings held at Murwillumbah, Ballina and Kyogle Hospitals commence at 9.00am and finish at 12.00pm.

Changes to the estimated time allocation on the Board Meeting Agenda items were agreed as follows:



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- Chairman's Update is to be Item 4 (Prior to the Chief Executive Report item) every second Board Meeting following the Council of Board Chair's meetings and allocated 10 minutes;
- Matters for Discussion – Chief Executive's Report is to be allocated one hour;
- Committee Minutes to be discussed on an exception basis to be allocated 20 minutes;
- Inclusion of an item under the Chief Executive Report titled "Update on Strategic Issues"; and
- Sub-Committee Chairs are to be requested to provide a clear indication of key matters for the Board's noting from the Sub-Committee Meeting and any associated resolution for the Board's consideration.

The Board also requested the following be implemented:

- A Resolution Register be established for decisions made by the Board.
- Standing Orders for Board Meetings are obtained from the MOH for the Board's consideration.
- An Agenda item be included on the Board Strategic Meeting Agenda in April 2017 for discussion on whether the new Board Meeting Agenda arrangements are more efficient.

Mr Murray Spriggs is to follow-up with the MOH to ascertain Board orientation dates for new Board Members and advise Mr Frazer of the orientation dates.

The Board **RESOLVED** to **ENDORSE** the Recommendations contained in the Brief concerning the Chief Executive's Report, the Agenda outline and Board Calendar with the above amendments.

Moved: Mr Mark Humphries  
Seconded: Mr David Frazer  
CARRIED

Dr Moran left the meeting.

## **9.2 NSW LHD Aboriginal Workforce Plan**

Ms Deb Monaghan spoke to the development of the NSW LHD Aboriginal Workforce Plan.

The Board discussed the following issues:

- The targeting of vacant positions across NSW LHD both in the Aboriginal Health Teams and mainstream and establishing "dedicated" Aboriginal positions and identifying them as such. The Board noted the importance of identifying strategies to

increase Aboriginal positions for the LHD to achieve its 4% target for Aboriginal positions.

- Page 12 Networks - the need to include Southern Cross University and Faculty of Aboriginal Studies
- Page 14 Workplace Culture wording required reworking.

The Board indicated that while the Action Plan is extensive, it requested that Ms Janne Boot, Manager Workforce provide more detail in relation to timeframes for achieving key performance indicators, milestones and how feedback will be provided to the Board on progress with the Action Plan.

Mr Jones advised that it is intended that a quarterly update will be provided to the Board on progress with the NSW LHD Aboriginal Workforce Plan Action Plan.

The Board RESOLVED that the updated NSW LHD Aboriginal Workforce Plan Action Plan be submitted to the 29 March 2017 Board Meeting for consideration.

Moved: Dr Brian Pezzutti  
Seconded: Mr David Frazer  
CARRIED

### 9.3 NSW LHD Branding Tagline, Vision and Purpose Statement Vision Statement as tagline

Following discussion, the Board RESOLVED to ENDORSE that the proposed Vision Statement - *A healthy community through quality care* is to be used as the Branding Tagline and Vision Statement and ENDORSED the proposed Purpose Statement - *Working together to deliver quality health outcomes across our communities*. The Board also ENDORSED the Recommendations for the confirmed options to be provided to a graphic designer for development and be included in Northern Exposure Newsletter for implementation early in 2017.

Moved: Mr David Frazer  
Seconded: Dr John Griffin  
CARRIED

### 9.4 Update Reports on NSW LHD Board's thirty-six Strategic Priorities

The Board NOTED the updated Reports on NSW LHD Board's thirty-six Strategic Priorities.

The Board requested that for future Reports the Executive define any acronyms contained within the Reports.

Ms Crayden left the meeting.

## 10. \* Items for Decision/Resolution

**10.1 Ratification of application of Board Seal out of session to the 2016-17 Aged Care Approvals Round by the Board Chair**

The Board RESOLVED to ENDORSE the applying of the NSW LHD Seal and signing by the Board Chair to the application of Short-term Restorative Care Places for NSW LHD.

Moved: Ms Deb Monaghan  
Seconded: Dr Joe Ogg  
CARRIED

**\*11. Minutes – Governance Committees**

**11.1 Finance & Performance Committee (F&PC)**

Mr Mark Humphries provided a verbal report of the F&PC Meeting held on the 30 November 2016.

Mr Humphries reported that NSW LHD is currently on target for revenue and expense for the month and year to date. Mr McGuigan is addressing FTE staffing issues to commence the 2017/18 budget process on a zero based budgeting approach.

Moved: Mr David Frazer  
Seconded: Dr Joe Ogg  
CARRIED

The Chair requested information on what was quoted in the Australian Institute of Health and Welfare Report in relation to comments made about the Byron Central Hospital and Mr Humphries is to provide feedback to the Board.

The Chair queried the length of time being taken to resolve the insurance recovery of the loss of ten beds with the LBH maternity pod damage and requested Ms Lynne Weir, Executive Director Richmond Clarence Health Service Group provide a brief on the status of this claim and the impact of the loss the then ten beds for LBH.

The Board RESOLVED to receive information from Ms Weir on the LBH Emergency Department access performance continuing to be 77%.

Moved: Mr David Frazer  
Seconded: Dr Joe Ogg  
CARRIED

The Board RESOLVED to receive information from the F&PC on the commissioning of the Byron Central Hospital Sub-Acute Unit and what effect this will have on the acute beds in the LBH Mental Health Unit.

The Board RESOLVED to request the Chief Executive to review the use of clinical records as an audit tool for approval of Visiting Medical Officer payments.

Moved: Dr Brian Pezzutti  
Seconded: Mr David Frazer  
CARRIED

The unconfirmed Minutes of the FPC Meeting held on 30 November 2016 were noted.

#### **11.2 Health Care Quality Committee (HCQC)**

Dr Ogg provided a verbal report on key items of the HCQC Meeting held on 8 November 2016.

Dr Ogg indicated that as HCQC Chair he wants to ensure that NNSW LHD has a proactive approach to quality and safety matters.

Ms Byrne suggested that more recognition of staff who are undertaking good work and going above and beyond their normal work would be an area where improvements can be made.

The unconfirmed Minutes of the HCQC Meeting held on 8 November 2016 were noted.

#### **11.3 Medical and Dental Advisory Appointments Committee (MDAAC)**

The Board Chair provided a verbal report on the MDAAC Meeting held on 10 November 2016.

The Board Chair RESOLVED to request Mr Jones to provide a report on how the appointment of an increased number of Visiting Medical Officers at LBH ED improves quality and efficiency for that department.

Moved: Mr David Frazer  
Second: Ms Carolyn Byrne  
CARRIED

The unconfirmed Minutes of the MDAAC Meeting held on 10 November 2016 were noted.

#### **11.4 Health Services Development Committee (HSDC)**

The Board Chair provided a verbal report on the HSDC Meeting held on 13 October 2016.

The Board Chair noted that NNSW LHD has achieved a good result with immunisation rates for Aboriginal people due to the number of Aboriginal Health Workers that are employed across the LHD.

The GBH Master Plan is being considered at the 8 December 2016 HSDC Meeting.

The unconfirmed Minutes of the HSDC Meeting held on 13 October 2016 were noted.

#### **11.5 Audit and Risk Committee (ARC)**

The Board noted the next ARC Meeting is scheduled on 15 December 2016.

**11.6 NNSW LHD Clinical Council (CC)**

The Board noted that a verbal report of the CC meeting held on 18 October 2016 was provided to the 26 October 2016 Board Meeting.

The unconfirmed Minutes of the CC Meeting held on 18 October 2016 was noted.

**11.7 Community Engagement Advisory Council (CEAC)**

The Board noted the next CEAC Meeting is scheduled on 27 March 2017.

**11.8 Medical Staff Executive Council (MSEC)**

The Board noted that a verbal report of the MSEC Meeting held on 15 September 2016 was provided to the 26 October 2016 Board Meeting.

The unconfirmed Minutes of the MSEC Meeting held on 15 September 2016 was noted.

**11.9 NNSW LHD Aboriginal Partnership Meeting (APM)**

The unconfirmed Minutes of the APM held on 7 November 2016 will be submitted to the 22 February 2017 Board Meeting for noting

**11.10 NNSW LHD Mental Health Forum (MHF)**

The unconfirmed Minutes of the MHF held on 5 December 2016 will be submitted to the 22 February 2017 Board Meeting for noting.

**11.11 Health Education Workforce Research Forum (HERF)**

The Board noted that the date of the next HERF Meeting is to be advised.

**11.12 Minutes of the Drug and Alcohol Community Advisory Committee (DACAC)**

The Board noted the next meeting of DACAC is scheduled on 15 December 2016.

**12. \* Items without Notice/Late Business**

- The Board Chair reported on the Council of Board Chairs meeting held on 5 December 2016:
  - The Minister for Health and the Secretary, NSW Health both spoke about funding in terms of outcome versus volume and the potential implications on funding from the Commonwealth Department of Health;
  - Presentations were received at the Council of Board Chairs meeting on the changes for the process of appointments of the Chief Executives and they will now be appointed as employees of the Crown. Should a Board wish to terminate a Chief Executive's appointment, the Secretary, NSW Ministry of Health needs to concur with the decision of the Board. As a result of these changes, there will be increased requirements placed upon the Board when recruiting to Chief Executive positions in the future.

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- Use of ABF portal in guiding clinicians especially in relation to clinician variation was discussed.
- Development of the 2017/18 Service Agreements are underway.
- Development of variations of targets for readmissions is also being undertaken by the MOH.

**13. Items for Noting**

**13.1 Brief on NNSW LHD eHealth Strategy Scoping Paper**

Noted

**13.2 Brief on the comparison of services held at Maclean Community Health Centre and Yamba Community Health Centre**

Noted

**14. Items for Information:**

**14.1 Discussion paper on LHD Medical Imaging Services reporting**

Noted

**15. Close of Meeting**

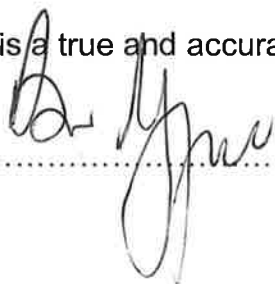
There being no further official business, the Chair declared the meeting closed at 1.27 pm.

**16. Date and Time of next Board Meeting**

**Wednesday, 22 February 2017 in Meeting Room, University Centre for Rural Health, Murwillumbah Hospital Campus, Ewing Street, Murwillumbah commencing at 1.00pm.**

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

Signed .....



Date .....

28/2/17

Dr Brian Pezzutti  
Chair

Northern NSW Local Health District Board