

MINUTES OF THE MEETING OF THE NORTHERN NEW SOUTH WALES LOCAL HEALTH DISTRICT BOARD HELD ON WEDNESDAY 28 SEPTEMBER 2016 IN THE BAY FUNCTION ROOM, TWIN TOWNS SERVICE CLUB, WHARF STREET, TWEED HEADS COMMENCING AT 1.00PM

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1. PRESENT AND APOLOGIES:

Dr Brian Pezzutti (Chair), Mr David Frazer, Dr Joe Ogg, Dr Jean Collie, Dr Alan Tyson, Ms Rosie Kew, Ms Deb Monaghan, Professor Lesley Barclay, Mr Mark Humphries, Dr John Moran and Ms Leone Crayden.

Via Teleconference: Dr Sue Page

In Attendance : Mr Wayne Jones, Chief Executive
Mr Murray Spriggs (Secretariat)

2. Apologies: Dr Joe Ogg.

3. Declaration of Pecuniary and/or Conflicts of Interest

There were no declarations of Pecuniary and/or Conflicts of Interest by Board Members.

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.

Presentation on Contestability by Ms Tracey McCosker, Chief Executive, NSW Health Pathology (NSWHP) and Dr Stephen Braye, Network Director Pathology North NSW Health Pathology (NSWHPPN)

Dr Brian Pezzutti welcomed Ms Tracey McCosker and Dr Stephen Braye from Pathology North to the meeting. Dr Brian Pezzutti advised that he had been impressed by the Partnership of NSW Health Pathology with the LHD in keeping prices down, maintaining staff and improving quality of services in particular increased services here at The Tweed Hospital (TTH).

Ms Tracey McCosker provided an overview of the presentation which commenced with a video outlining the scope of work that NSW Pathology undertakes.

The presentation covered achievements, state-wide directions, efficiencies delivered, value added services, market dynamics and NSWHP role in the market, contestability and commissioning and routine tests subsidising complex areas.

Dr Stephen Braye spoke to the second section of the presentation which included supporting Northern NSW (NNSW); NNSW achievements, increased services, capital investments; analysis and proposed partnering initiatives for NNSW LHD.

A handout relating to the presentation was provided to Board members present.

Mr Wayne Jones, Chief Executive sought clarification relating to budget and methodology for Teaching and Research. Ms Tracey McCosker advised that this data is on QlikView and readily available. Ms McCosker further advised that NSW Health Pathology would be happy for NSWHP's Business Data Analyst to visit to advise NNSWLHD. Mr Jones is to be the contact for this visit.

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Professor Lesley Barclay advised that she was impressed with the presentation and the efficiency and competitiveness of the NSWHP with profits coming back to the health services. Mr Jones echoed Professor Barclay's sentiment. Dr Alan Tyson spoke of the improvements in timely reporting of Anatomical Pathology. Dr Braye spoke about the speciality of Anatomical Pathologists across the State.

Ms McCosker advised that TTH Pathology is seeking additional space and general discussion ensued around TTH redevelopment. Ms McCosker further advised that NSWHP has a Clinical Services Planner who they would be happy to be involved in any planning activities. Mr Jones advised that NNSW LHD would involve NSWHP in its future planning for TTH.

Dr Brian Pezzutti thanked Ms McCosker and Dr Braye for their presentation.

4. Board Members to asterisk non-asterisked items that they wish to discuss.

The Board Members asterisked all Business Arising Agenda Items and Items 14.1 and 14.2.

***5. Previous Minutes:**

a) The Minutes of the Board Meeting held on 31 August 2016 as circulated were ENDORSED with following amendments as a true and accurate record of the meeting.

Page 1 third paragraph add 'state-wide' before SP&T

Page 6 of 17 replace words "Prince Alfred Hospital" with "Princess Alexander Hospital"

Page 6 of 17 end paragraph 2 under 7.2 should read "pilot is known"

Page 7 of 17 place paragraph that commences "Mr Jones was reminded the 400K ..." in italics.

Page 8 of 17 third dot point should read "one and half patients per week" not "one patient per month"

Page 16 of 17 replace "Jacaranda House" with "Jacaranda Health"

Moved: Dr Allan Tyson

Seconded: Dr John Moran

CARRIED

Business Arising from the Minutes:

6.1 Mr Jones is to submit the report on unmet needs of Allied Health Services following a further analysis and needs assessment for areas of acute, sub-acute and community services which is population based and takes account of models of care now and over the next five years to the 26 October 2016 Board Meeting for consideration.

Mr Jones advised that this is on track to be provided to the 26 October 2016 Board Meeting.

Action:

Mr Jones is to submit the report on unmet needs of Allied Health Services following a further analysis and needs assessment for areas of acute, sub-acute and community services which is population based and takes account of models of care now and over the next five years to the 26 October 2016 Board Meeting for consideration.

- 6.2 Mr Jones is to consider whether funding available from University of New South Wales to support students could be accessed to upgrade the education facility at Maclean District Hospital for Allied Health and Nursing students and provide feedback to 28 September 2016 Board Meeting.**
This item was covered in Chief Executive's Report.
- 6.3 Mr Jones is to provide the letter from Susan Pearce, Deputy Secretary, System Purchasing and Performance commending NNSW LHD for the continued concerted effort to reduce the number of overdue surgery patients across the LHD with a decrease from 42 in March 2016 to 7 in June 2016 to the Executive Directors of each Health Service Group for submission through the relevant Surgical Meetings for the Staff and Clinicians' information.**
The Board noted the correspondence.
- 6.4 Mr Jones is to seek information on the data for NNSW LHD Surgery Start on Time and Emergency Theatre Access, and request that the Dashboard Report be amended and reissued with the correct data.**
This item was covered in Chief Executive's Report.
- 6.5 Mr Jones is to provide an update to the 28 September 2016 Board Meeting a Speaking Out Program based on a program undertaken by the Royal College of Surgeons on addressing bullying and harassment.**
This item was covered in Chief Executive's Report.
- 6.6 Mr Jones is to provide feedback on the two activity results on Transfer for Care for Byron Central Hospital to the 28 September 2016 Board Meeting.**
This item was covered in Chief Executive's Report.
- 6.7 Mr Jones is to follow-up with Cathy Adams, Clinical Midwifery Consultant to ascertain if the LHD has now engaged in a trial for the use of sterile water injections for low back pain during labour and if this has not occurred he will forward a letter to clinicians advising that this practice is to be suspended pending confirmation of a trial commencing.**
Considered discussion ensued around the Brief from Ms Catherine Adams that was provided in the Board Meeting papers including the difficulty in joining the current clinical trials to trials that are having an already significant uptake and the practice being so wide spread as to be considered established clinical practice; that the practice relates to a process issue and not a safety issue and that level 2 and level 4 evidence is available.

Dr Tyson stated the Board's previous decision was around not continuing the practice unless the NNSWLHD was involved in a Clinical Trial or results of Clinical Trials were concluded. Professor Barclay advised that the environment has changed with the high uptake in the Clinical Trials making it difficult to randomise.

Dr Sue Page suggested that the issue is not an issue for the Board, she stated the original discussion was not related to safety but rather that the activity not having gone through an approval process.

Dr Tyson stated that the Board needs reassurance from the Chief Executive that an appropriate approval process is undertaken.

Mr Jones suggested that from the discussion the NNSWLHD closely monitors the studies underway, the practice of sterile water injections continues and Cathy Adams, Clinical Midwifery Consultant progresses correct approval processes through the Health Care Quality Committee.

Ms Kew is to report to the HCQC that the Board has requested a letter be forwarded to the MOH requesting that the current insulin chart be reviewed as NNSW LHD clinicians have raised some significant concerns with the content of the chart.

The Board was advised that feedback has been provided to the NNSW LHD Clinical Governance Unit concerning the request from the Board for a letter be forwarded to the MOH requesting that the current insulin chart be reviewed as NNSW LHD clinicians have raised some significant concerns with the content of the chart. The Clinical Governance Unit is undertaking consultation with the Clinical Excellence Commission prior to making representation to the MOH on this matter.

Action:

Mr Wayne Jones to ensure an approval process is undertaken for NNSWLHD for the practice of sterile water injections for low back pain during labour.

6.8 Any other Matters Arising from the Board Minutes

- The Chair noted a number of items from the minutes: devolved budget process progressing; ABF Growth Targets progress, Grafton Gaol to be covered in the Chief Executive Report and his request for Chief Executive to closely monitor performance in new Emergency Department (ED) at Lismore Base Hospital (LBH).

7. * Action Table - NNSW LHD Board Resolution & Decision Register Updated from 31 August 2016 Board Meeting for noting.

The Board noted the Resolution and Decision Register.

7.1 Changes to Register Items 540 and 563 covered in Item 6 Business Arising.
Noted

7.2 New Register Items 566 to 572 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, Performance Reports, Start on time and Emergency Theatre Access, Mr Martin Bowles, Commonwealth Secretary for Health visit to Northern NSW, National Disability Insurance Scheme, NSW Health and Arts Framework, Transfer of Care Data and Clinician Engagement.

The Board discussed the following matters:

Mr Jones spoke to the NSW Work Health and Safety Tool and report. Discussion ensued including NNSWLHD favourable results in hindsight premiums associated with worker's compensation costs, strong preventative approach and management of return to work and work to be undertaken to re-energise Work Health and Safety across the LHD. Whilst the report was seen as comprehensive it was felt that it did not provide information to the Board such as trend analysis. Mr Jones suggested that he meet with Ms Yvette Bowen, Manager Work Health and Safety and Injury Management and Mr David Frazer to consider how to improve the report template, he advised that the NNSWLHD has signed off on Injury Connect Software which will provide more trended data.

Action:

Mr Wayne Jones to meet with Mr David Frazer and Yvette Bowen to review the Work Health and Safety Report Template which will be utilised for future reports to the NNSWLHD Board.

Mr Jones advised that the new Mayor of Lismore City Council has made comment on social media in relation to council paid parking around the LBH, Mr Jones stated that Council Staff have an understanding in relation to Council's legal commitment. Mr Jones said there was some room for negotiation for Council Parking to the amount of the 'store value card' price. Mr Jones advised that community and patients have provided positive feedback in relation to being able to access the hospital.

Mr Jones advised NNSWLHD has been successful in obtaining funding of \$450K from Aboriginal Minor Works to expand and refurbish the Bullinah Aboriginal Health Service – Jali Health Post at Cabbage Tree Island.

Mr Jones advised that he continues to have discussion with one of the Land Councils in Tabulam and with Hunter New England Local Health District (HNELHD). Mr Jones advised that part of the pressure relates to the split Land Council wanting to release the existing property for housing. Discussion ensued around the fact that NNSWLHD provides services to Tabulam even though Tabulam geographically is within the HNELHD boundary.

Mr Jones reported on due diligence relating to Expression of Interest for Byron Central Hospital Surgical Services.

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Mr Jones advised that he would work with Dr Vahid Saberi, Chief Executive North Coast Primary Health Network regarding an agenda for a visit by Mr Martin Bowles, Secretary, Commonwealth Department of Health.

Mr Jones advised of the appointment of Mr Paul Todoroski to the position of National Disability Insurance Scheme (NDIS) Transition Manager for NNSW LHD in preparation for the introduction of NDIS.

Mr Jones provided an update on the Speaking Out Program. Mr Jones advised that this would be on track for the roll-out shortly after the release of the Your Say survey results.

The Chair commented that the NNSWLHD had done exceptionally well with elective surgery and emergency patient treatment.

Mr Jones advised that in relation to University of NSW available funding for Grafton and Maclean Hospitals, he has followed up with Mr Dan Madden, Executive Officer Clarence Network to provide costs and funds will be allocated for repairs and maintenance for the Maclean Hospital Education Rooms.

Mr David Frazer asked if there are local figures regarding the Transfer of Care (TOC) from Ambulance. Mr Wayne Jones stated that in relation to TOC performances NNSWLHD is at 88% against a target of 90%.

Mr Jones referred to the list of activities relating to Clinician Engagement in his report and asked for any questions to his report.

Professor Barclay complimented the NNSWLHD on its Clinician Engagement and also on listening to and working with the community.

The Chair advised that NNSWLHD does not score well on AMA survey relating to relationship with Doctors. Mr Jones noted that this is not dissimilar to the Your Say survey results and advised that NNSWLHD is putting together an Action Plan relating to the Your Say Survey results to demonstrate the organisation is responding to the concerns raised by staff. Mr Jones advised this will be included in a future Chief Executive Report.

Mr Mark Humphries referred to the Clinician Engagement Workshop which he co facilitated on the 6 September 2016.

Dr John Moran advised that Murwillumbah Medical Officers were appreciative of the dinner meeting with the Chief Executive. Dr Moran queried the current status of the Medical Staff Executive Council. Mr Jones responded that a tele meeting had been held and that it was agreed to trial three evening dinner meetings across the LHD each year, and noted that that Dr Van Dyken from Murwillumbah Medical Staff Council was in attendance at this tele meeting.

Dr Jean Collie suggested that the NNSWLHD organise a dinner with GPs in Maclean and Grafton rather than relying on this being organised by North Coast Primary Health Network.

The Board ENDORSED the Chief Executive's Report.

***9. Strategic and Planning Items**

9.1 2017 NNSW LHD Board Meeting Dates

General discussion took place concerning meeting locations for 2017 and meeting dates ENDORSED with following changes:

- April 2017 meeting to be held in Tweed Heads
- May 2017 meeting to be held in Grafton
- July 2017 Meeting to be held at Ballina.

10. * Items for Decision/Resolution

10.1 Endorsement of application of the NNSW LHD Seal to Deed of Release between NNSW LHD and WS

Mr Jones advised that this related to the need to apply an urgent Seal in the absence of coming to a Board meeting as it was needed for expediency to manage an industrial matter. Mr Jones advised that this did not relate to a Clinical matter.

Mr Jones advised that due to Mr David Frazer raising concerns about the Deed of Release Template he has referred the template to the MOH Legal Branch for advice.

Action:

Mr Jones is to seek advice from the MOH Legal Branch in relation to issues raised by Mr David Frazer concerning the NNSW LHD Deed of Release Template.

10.2 Terms of Reference for Health Care Quality Committee(HCQC)

Discussion that the NNSW LHD By-Laws have been changed to reflect that the Board Chair will nominate with concurrence of the Board will nominate Chairs of Sub Committees as required.

Dr Collie advised of the need to add the Executive Officer Clarence Health Service to the HCQC Membership.

Ms Rosie Kew suggested that the process and revised Terms of Reference might be something that other Board Sub-Committees may wish to consider.

With change to membership the Board ENDORSED the changes to the HCQC Terms of Reference.

Moved: Dr Allan Tyson
Seconded: Dr Jean Collie
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 21 September 2016.

Discussion ensued around improvements with National Weighted Activity Units (NWAUs) coding and clawing back of unmeasured activity. Mr Jones advised of the need to invest in Coders and support structures.

Mr Jones advised that any proposed allocation of growth funding would be brought to the Board for its consideration.

The Chair asked about E Pharmacy (E-Meds) and Mr Jones provided a brief overview and advised that he is seeking collaboration through Rural Chief Executives for a single rural formulary to reduce program costs.

Dr Collie spoke in support of increased use of Microsoft Business including Skype for Business. Mr Jones advised that this is being considered and he will be following this up with Mr Matt Long Chief Information Officer when he returns from leave.

Dr Moran raised two issues from the F&PC for the Board's attention. Dr Moran noted that DVA revenue is falling and will continue to fall and the work being undertaken in relation to VMO payments. Mr Jones advised that NNSWLHD has engaged a Consultant to look at the VMoney processes and that this has identified some issues, and he indicated that the LHD is already seeing a reduction in VMO payments in year to date, as a result of reviewing claims more vigorously.

The Chair noted that there were savings relating to Ambulance services and Mr Jones advised that these savings are being reinvested into LHD Patient Transport Vehicles.

Mr Jones advised that there will be some restructure to the Finance and Performance Directorate which will see the establishment of three Health Manager Level 5 positions for Financial Accounting Manager, Business Accounting Manager and Activity Based Funding Manager with greater delegation from the Executive Director.

The unconfirmed Minutes of the FPC Meeting held on 21 September 2016 were noted.

11.2 Health Care Quality Committee (HCQC)

Ms Kew provided a verbal report of the HCQC Meeting held on 13 September 2016.

Ms Kew noted the issues relating to sterile water injections for low back pain during labour and changes to Terms of Reference which were covered earlier in the Board meeting.

Ms Kew advised that the HCQC discussed the number of Pharmacist and Clinical Pharmacists within the District and noted an enhancement of only one Clinical Pharmacist for the Clarence Valley since the last accreditation. Ms Kew asked the Chief Executive on behalf of the HCQC if there was any consideration being given for an increase in Clinical Pharmacy for the Clarence Valley.

Mr Jones advised that consultation with Clinicians and Management has prioritised the need for junior Medical Officers/Career Medical Officers (CMOs for Grafton and ED support for Maclean) and Community Mental Health Staffing. He advised that if there was a second phase of growth funding support services such as Pharmacy it would be considered. Mr Jones indicated that the introduction of E-meds will drive an allocation for Clinical Pharmacists.

Dr Tyson spoke about current Accreditation Survey being undertaken in the Clarence Valley and the view of the Lead Surveyor on credentialing of Surgeons which is different from NSW Health practice.

The Chair asked about the Board's request to Ms Susan Pearce, Deputy Director, Health System Purchasing and Performance, NSW Ministry of Health, for additional funding. Mr Jones advised that in her last correspondence to the Board she advised that there would be no additional funding provided. The Chair suggested that the last correspondence from Ms Pearce on this matter was that she was still considering the LHD request. Mr Jones advised that he would take on notice and report back to the Board Chair on this matter.

The Chair asked Mr Jones about the work concerning the development of the Grafton Gaol and the requirement for a secure room. Mr Jones advised that NNSWLHD will be coordinating the process going forward in relation to the Steering Committee to advocate on capital and recurrent funding. Mr Jones advised that this will affect other proposed goals across the State. Mr Jones advised that he has kept Mr Dan Madden, Executive Officer Grafton Base Hospital and the Health Infrastructure Commissioning Officer informed. Dr Collie referred to a Community Booth consultation that was held in the Grafton community relating to the Gaol.

Ms Kew encouraged Board Members to read the Patient Story.

Mr David Frazer questioned the protocol for following up issues from the HCQC Board Sub-Committee rather than bringing issues directly to the Board. Discussion ensued and it was agreed that issues should be followed up from the HCQC Sub-Committee in seeking responses through Executive Director Clinical Governance or Chief Executive and response taken back to the Sub-Committee.

The unconfirmed Minutes of the HCQC Meeting held on 21 September 2016 were noted.

11.3 Medical and Dental Advisory Appointments Committee (MDAAC)

Dr Tyson provided a brief verbal report on what he advised was a short meeting. There was brief discussion relating to how recruitment advertising is reported.

The unconfirmed Minutes of the MDAAC Meeting held on 8 September 2016 were noted.

11.4 Health Services Development Committee (HSDC)

The Chair stated that the Patient Story for the HSDC is worth reading and he paid tribute to Ms Anne Moehead, Nurse Practitioner Psychogeriatrics.

The Chair referred to the following issues which were discussed at the HSDC:

- Ambulance Service not having a green fleet for NNSW LHD
- Oral Health Plan
 - Crystal clear presentation from Nana Kreutzfeldt, Clinical Director Oral Health
 - 300 people waiting for dentures to be made
 - Oral Health Waiting lists
- Lack of surgical specialist input into Maclean Rehabilitation
- Asset Strategic Plan discussed
- Justice Health – Grafton Gaol
- Eating Disorder Service Workforce Development Plan
- Mental Health Forum received Quality Award.

The Chair advised that he would be following up with the Minister of Health in relation to the ageing population and need for Oral Health Services.

The Chair also commended the Eating Disorder Services Workforce Development Plan presented by Mim Weber Mental Health Program Manager.

The unconfirmed Minutes of the MDAAC Meeting held on 11 August 2016 were noted.

11.5 Audit and Risk Committee (ARC)

Mr Frazer provided a verbal report of the ARC Meeting held on 7 September 2016 and noted that there was a correction to ARC Minutes 25 August 2016 on page 2 replace “demolish Byron Central Hospital” with “demolish Byron Shire Hospital”.

Mr Frazer raised the issue of repeat recommendations coming out of the site surveys undertaken by Internal Audit and advised that he has met with Mr Jones to discuss a process to follow up on these with relevant Executive Directors and Senior Managers.

Mr Jones advised of supplementing Internal Audit resources to provide greater monitoring and oversight.

Mr Jones also advised of changes to the NNSW LHD Senior Managers Forum. He advised that a consultant has been engaged to work with Senior Managers in relation to culture. Mr Jones stated that he believed investing in organisational culture development was required to enhance NNSW LHD culture.

Dr Tyson asked if issues relating to JMOs on call are being addressed. Mr Jones responded that a review of work practices of the Medical Administration Units has led to opportunities for greater oversight of JMO recruitment and VMO relationships.

The unconfirmed Minutes of the ARC Meeting held on 25 August 2016 were noted.

11.6 NSW LHD Clinical Council (CC)

The Board noted that the unconfirmed Minutes of the CC Meeting held on 6 September 2016 will be submitted to the 26 October 2016 Board Meeting for noting.

11.7 Community Engagement Advisory Council (CEAC)

The Board noted that the unconfirmed Minutes of the CEAC held on 19 September 2016 will be submitted to the 26 October 2016 Board Meeting for noting.

11.8 Medical Staff Executive Council (MSEC)

The Board noted that the unconfirmed Minutes of the MSEC held on 15 September 2016 will be submitted to the 26 October 2016 Board Meeting for noting.

11.9 NSW LHD Aboriginal Partnership Meeting (APM)

The Board noted that the unconfirmed Minutes of the APM held on 21 July 2016 will be submitted to the 26 October 2016 Board Meeting for noting.

11.10 NSW LHD Mental Health Forum (MHF)

The Board noted the next MHF is scheduled on 10 October 2016.

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 DACAC is scheduled on 13 October 2016.

12. * Items without Notice/Late Business

There were no items without notice or late business raised.

13. Items for Noting

13.1 Letter from Mr Malcolm Marshall resigning from the NSW LHD Board.

The Chair advised that Mr Malcolm Marshall has served the local health services well for over 20 years and has provided excellent advice and support to Chief Executives, Board Chairs and the Health Services during this period. The Chair recommended the Board receives Mr Marshall's resignation with regret but understands his position. The Chair requested that a letter and certificate of appreciation be forwarded from the Board to Mr Marshall. Discussion ensued and the Board requested that a dinner be arranged to thank Mr Marshall for his years of service to the Health Service and Boards.

Action:

The Board Secretariat is to contact Mr Malcolm Marshall in relation to organising a thankyou dinner for his years of service to the local Health Services.

The Board Secretariat is to draft a letter and Certificate of Appreciation for Mr Marshall for Board Chair's signature.

The Chair sought concurrence for Mr David Frazer to be appointed as Deputy Chair for the period of his current Board appointment to December 2016.

The Chair sought concurrence for Mr Mark Humphries to be appointed as Chair of the Finance and Performance Committee to December 2016.

Action:

An Instrument of appointment is to be completed for appointment of Mr David Frazer as Deputy Board Chair until 31 December 2016 and signed by the Board Chair.

The Board Secretariat to advise the Finance Directorate of the appointment of Mr Mark Humphries as Chair of the Board Finance and Performance Committee.

13.2 Letter from Ms Rosie Kew resigning from the NNSW LHD Board.

The Chair presented Ms Rosie Kew with flowers and thanked her for undertaking a stunning job as Chairperson of the HCQC. The Chair referred to Ms Kew's willingness to grow and expand her skills and knowledge in Governance matters. The Chair on behalf of the Board wished Ms Kew well in this new chapter of her career.

Ms Kew responded and thanked all Board members for their advice and support over the years. Ms Kew also wished to thank Dr David Hutton, Executive Director Clinical Governance, and referred to the Home Birthing Service as one activity undertaken through HCQC that she is particularly proud of.

The Chair sought concurrence for Dr Joe Ogg to be appointed as Chair of the HCQC to December 2016.

Action:

The Board Secretariat to advise the Clinical Governance Directorate of the appointment of Dr Joe Ogg as Chair of the Health Care Quality Committee to December 2016.

13.3 Chief Executive 2015/16 Performance Agreement with outcomes included

The Chair stated that the Chief Executive 2015/16 Performance Agreement with outcomes included was a detailed and complex document which provided measurables for reporting against the Performance Agreement and advised that it also includes the 35 Board Priority Areas. The Chair requested that Board Members provide any feedback on the draft Performance Agreement to himself or to Mr Jones.

14. Items for Information:

14.1 Draft 2016/17 NSW LHD Business Plan

The Board noted a correction on Page 6 replace "Yamba HealthOne" with "Yamba Community Health Centre".

The Chair stated he was stunned by the projected population growth in the 65 to 85 age group by 35% and in Tweed Heads the projected population growth over 65 years by 50%. Dr Collie stated that this supported TTH redevelopment as being the number one priority for NNSWLHD.

Mr Jones advised the population projections are compounded with Tweed Heads being second to South East Queensland projected growth. Mr Jones indicated that the Gold Coast University Hospital has advised that in 2021/2022 they will be reducing access to NNSWLHD catchment for Interventional Cardiology and Radiation Oncology.

Mr Jones also spoke about the establishment of a Patient Flow Unit which will start with Mental Health aimed at utilising all resources, services and facilities across the LHD.

Mr Jones advised that in relation to the Executive Medical Director position it is on hold as he is rethinking the position, advising that he would like the position to primarily work on engaging and mentoring Medical staff across the LHD. Mr Jones stated he would like to see the position based in the Tweed or in Grafton and would be happy to bring a proposal for the position back to the Board prior to making a final decision. Mr Jones advised that it would be a Tier 2 position on the Executive but would not have any direct reports.

The Board had a lengthy discussion around the Business Plan with issues raised including: service measures need to be tied to strategic priorities, formatting, hard to report on and multidisciplinary governance in relation to education and training.

Mr Jones advised that he will bring a revised Business Plan to a future Board meeting for consideration.

Action:

Mr Wayne Jones is to consider changes to the formatting of the 2016/2017 Business Plan for submission to the 26 October 2016 Board Meeting.

14.2 Report from Dr Jean Collie on Mid North Coast Local Health District Rural Innovation and Research Symposium 15 – 16 September 2016

Dr Collie thanked the Board for supporting her to attend the MNCLHD Rural Innovation and Research Symposium. Dr Collie spoke to a detailed report on the Symposium. General discussion ensued and the Chair thanked Dr Collie for her attendance on the Board's behalf and for her report.

15. Close of Meeting

There being no further official business, the Chair declared the meeting closed at 5.00 pm.

16. Date and Time of next Board Meeting

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Wednesday, 26 October 2016 in Conference Centre, Grafton Base Hospital, Arthur Street, Grafton commencing at 1.30am

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

Signed



Date

2/11/16

Dr Brian Pezzutti

Chair

Northern NSW Local Health District Board