

Minutes for ISLHD Board Meeting

14/07/2023 | 02:00 PM - 05:00 PM - AEST

Conference Rooms, ISLHD Executive Office, Warrawong

Agenda

ITEM 1: Welcome

The Board Chair, Chris Bertinshaw opened the meeting at 2.03pm.

1.1 Acknowledgement of Country

The Board Chair, Chris Bertinshaw acknowledged the Traditional Custodians of the land the Board were meeting on, specifically Dharawal Country. He paid respects to elders past present and future and extended that respect to Aboriginal and Torres Strait Islander peoples in the room. He expressed his gratitude that the Board can share these lands today, his sorrow for the costs of that sharing, and his hope and belief that we can move to a place of equity, justice and partnership together.

1.2 Attendance

Mr Chris Bertinshaw, Board Chair
Ms Janine Cullen OAM, Deputy Chair
The Hon. David Campbell, Board Member
Dr Richard Morris AM. BM., Board Member
Dr Rodney McMahon, Board Member
Mr Alan Hudson, Board Member
Mr Nick Mitrevski, Board Member
Mr Jonathan Boswell, Board Member
Mr Peter McDonald, Board Member
Ms Marilyn Smith OAM, Board Member

In attendance:

Ms Margot Mains, Chief Executive
Ms Jessica De Angelis, Director, Office of the Chief Executive
Ms Angela Twist, Board Secretary (minutes).

In attendance for item 2.2.1

Mr Brendan Delaney, Senior Manager - Workforce Health and Safety (via Microsoft Teams)

In attendance for item 3.1 and 3.3

Ms Pippa Rendel, A/Director, Planning and Performance
Ms Melissa Angelucci, Manager Planning Unit

In attendance for item 3.2

Ms Pippa Rendel, A/Director, Planning and Performance

In attendance for item 3.4

Mr Zac Ribicic, Director Engineering and Asset Management (via Microsoft Teams).

1.3 Apologies

Dr Jenny Collins, Ms Suzi Clapham and Dr Josh Rijdsdijk were apologies for this meeting.

1.4 Declarations of Interests

There were no declarations of interests.

ITEM 2: Business from the last meeting

2.1 Confirmation of Minutes - 24 April 2023

The Chair invited comments or amendments to the draft minutes of the ISLHD Board meeting held on 24 April 2023 and receiving none, they were adopted as a true and accurate record.

2.2 Actions Arising

The Board noted the actions arising and closed actions 234/23; 235/23; 236/23; 237/23; 238/23; 239/23 and 240/23.

2.2.1 Action Item 234/23 - Enforceable undertakings from the Bankstown and RPA Incidents.

The Board noted the information provided in relation to SafeWork NSW Enforceable Undertakings, as requested at the meeting held 24 April 2023 following their due diligence training.

The Board queried what is being done by the District in terms of prioritising key staff training as it relates to mental health and violence protection. The Chief Executive will advise the Board on the prioritisation actions currently being undertaken.

The Board considered what actions they could implement in terms of the lessons learnt from this case. The Chief Executive advised she would write a letter to her counterparts at South Western Sydney and Sydney Local Health District's to query same.

ACTION 252/23: Chief Executive to write a letter to Chief Executives for South Western Sydney and Sydney Local Health Districts seeking information if enforceable undertakings triggered any adjustments to the workings of their respective Board/s and Committees. (Assignee(s): Chief Executive; Due Date: 28/08/2023)

ACTION 253/23: Chief Executive to advise the board on the prioritisation of training for mental health and violence prevention. (Assignee(s): Chief Executive; Due Date: 28/08/2023)

ITEM 3: Strategic Matters

3.1 For Endorsement

3.1.1 Draft Strategic Delivery Plan - Presentation

The Board received a presentation on the draft Strategic Delivery Plan 2023-2028 from Pippa Rendel, Acting Director Planning and Melissa Angelucci, Manager Planning Unit.

The Board questioned how achievable the strategy is noting it was essential to stretch the goals. They were advised that the strategy incorporated 15 focus areas which is ambitious. Given the constantly changing landscape of health, the strategy will be reviewed in year three and four with a report being provided to the Board on how the District is tracking against the measures.

The Board discussed their trifold focus of the service agreement, budget and safety and quality noting they would like announcement of the District's objectives, the current state, future state and the actions to get from one to the other. It was confirmed this would be achieved through the development of an action plan that included more detail on reaching goals year by year and the annual plans which would be produced each year that the Strategic Plan is active.

The Planning, Information and Performance team were commended by the Board on the Strategic Delivery Plan which was the culmination of a number of workshops which the Board were involved.

RESOLUTION 2023/91: The Board approved the draft strategic plan principles with the knowledge that the implementation plans and action plans will follow. ISLHD Strategic Delivery Plan 2023-2028.

3.1.2 Capital Investment Proposals

The Board interrogated the capital investment proposals querying the modelling on some of the figures, including as it related to the number of car spaces regarding the joint proposal of the NSW Ambulance Station and Bulli Hospital Car Park. Following satisfactory discussion by the Board, the resolution was passed.

RESOLUTION 2023/92: The Board endorsed the 2023-24 Capital Investment Proposals (CIP) for submission to the Ministry of Health.

3.1.2.1 Community Health Infrastructure CIP

The Board questioned the land cost noting a large discrepancy between Warilla and Wollongong for relatively the same floor space. They were advised one has a larger value due to the current available land zoning in the surrounding immediate area and reduced floor space ratio associated. Further background was requested to support this commentary.

ACTION 254/23: Director Planning, Information and Performance to provide the data table related to the land cost for Warilla at \$14.23m and Wollongong \$3.42m to the Board. (Assignee(s): DPIP; Due Date: 28/08/2023)

3.1.2.2 Wollongong Hospital Redevelopment CIP

3.2 Capital Works and Redevelopments

The Board noted the updates on the capital works projects including action Item 235/23, the clearer high-level milestones for the New Shellharbour Hospital provided by Health Infrastructure.

The Board discussed several of the timelines with the Chief Executive, specifically as they related to Five Islands Road and the ongoing meetings with the Ministry of Health Property team and Property NSW.

3.3 Service Agreement Update

The Board discussed the interim 2023/24 Service Agreement and that the deferral of the NSW 2023-24 Budget until 19 September 2023 necessitates a staged approach to the service agreements and budget allocation for the financial year 2023-24.

The Chief Executive advised the District will undertake significant modelling regarding elective surgery and the aged care demands to ascertain exactly what is required to meet an

optimal state. Once this has been completed, the District will meet with the Ministry of Health to discuss how it can be achieved.

The Board noted their concerns regarding the lack of provision for population growth in the interim Service Agreement.

3.4 SAMP and AMP

The Board noted the report on the draft Strategic Asset Management Plan and draft Asset Management Plan. They queried the movement of the asset condition rating for 2022/23 vs 2023/24. The Director Engineering and Asset Management advised that this years' submission used the asset degradation curve to determine the classification which involves calculated consideration of the age and condition of the asset.

ITEM 4: Committee Reports

The Board noted the links to the draft minutes of the Board Committees in the Diligent Resource Centre and:

- action 226/23 from the Finance and Workforce Performance Committee
- Resolution 5 from the Audit and Risk Committee.

ITEM 5: Board Chair Report

The Board received the information provided by the Board Chair including his reappointment as Board Chair and those of Janine Cullen OAM and The Hon. David Campbell up to and including 31 December 2023.

The Board Chair thanked Marilyn Smith for her interest in joining the Board Research, Data and Environmental Sustainability Committee and appointed Marilyn for a period of two years effective 29 May 2023. Mr Jonathan Boswell was appointed to the Audit and Risk Committee (ARC) after successfully being prequalified by the NSW Treasury.

The Chief Executive advised Mr Warren Bird has been appointed as Chair of the Audit and Risk Committee following the end of Mr Paul Knight's term on the Committee.

The Board Chair thanked Paul Knight for his contribution to the District, both as ARC Chair and a previous Board Member, noting Paul has been instrumental in the development of the District's Risk Appetite and Risk Management Plans.

ACTION 256/23: Board Secretary to send a letter of thanks to Paul Knight for his contribution to the District, both as Chair of the Audit and Risk Committee and a previous Board Member. (Assignee(s): Board Secretary; Due Date: 28/08/2023)

ITEM 6: Chief Executive Report

The Board congratulated ISLHD Anaesthetist Trevor Gardner who was recognised on the 2023 King's Birthday Honours List, being awarded a Medal of the Order of Australia (OAM) in the General Division for his service to medicine through a range of roles. Dr Gardner was also acknowledged for his contribution in support of Australia's response to the COVID-19 pandemic and will now be included on the ongoing and permanent COVID-19 Honour Roll, which started in 2021.

Awards were also presented to current Board Member Marilyn Smith, for service to the community through charitable organisations and to former Board Member Jill Boehm for significant service to community health in the Shoalhaven region. The Chief Executive praised the three recipients, advising they have and continue to contribute to the important work that the District does in serving our communities.

The Chief Executive alerted the Board to a budget blow out of \$12M which was escalated to the Ministry of Health immediately, however with revenue and cost of service it was reduced to \$9M. The issue occurred around a specific contract with invoices being delayed and a change in parameters. The District is working to significantly strengthen the forecasting processes.

The Board acknowledged the challenging position and strength the Chief Executive and Executive Director Finance have shown, particularly over the last two weeks.

The Chief Executive presented strategies to the Board, which were also presented to the Ministry of Health regarding creating an environment to enable improved access and flow, planned surgery and financial sustainability performance. The Board noted their strong support for this modelling process and the initiative taken by the Chief Executive to provide a way forward for discussion.

The Board stated their eagerness to hear more about and support the Community Diversion for pregnant Aboriginal Women.

ACTION 257/23: Chief Executive to provide an update on the generator preventative maintenance review. (Assignee(s): Margot Mains; Due Date: 28/08/2023)

ACTION 258/23: Chief Executive to provide more information regarding the Community Diversion for pregnant Aboriginal Women. (Assignee(s): Margot Mains; Due Date: 28/08/2023)

ITEM 7: For Information

7.1 Board Calendar and Leave

The Board noted the 2023 calendar and leave planner provided for information, including the next meeting which is to be held at the Mercure Hotel in Gerringong with Coordinare.

ITEM 8: Closure of General Meeting

There being no further business, the meeting closed at 4.07pm.