

MINUTES
ILLAWARRA SHOALHAVEN LOCAL HEALTH DISTRICT
BOARD MEETING
Date: Monday 6 May 2013
3.30pm – 5.30pm
Venue: Conference Rooms, Block C, Level 8
Wollongong Hospital

ITEM 1: Presentation

Mr Anthony Manning, A/Director Planning and Technical, Health Infrastructure was invited to present the Wollongong Hospital Master Plan to the Board. The purpose of the Master Plan is to address outstanding development issues of the campus, including the proposed new car parking component of the Illawarra Elective Surgical Services Building (IESS). The plan extends across a 25 year timeframe.

A number of campus opportunities arose from a site analysis, despite the appearance of a constrained space. The Western Campus was highlighted as a potential development opportunity for major future expansion in the short, medium and long term.

Concerns about the long-term timeframe were raised by members, noting the urgency for redevelopment in the Illawarra. It was suggested that a shorter timeframe and possible opportunities to collaborate with the private sector are explored.

A copy of the presentation (DT13/26637) will be made available to Board members via the ISLHD Board website.

ITEM 2: Welcome and Introduction

Clinical Professor Denis King, Ms Sue Baker-Finch, Ms Marisa Mastroianni, Clinical Professor Jan Potter, Dr William Pratt, Professor Kathy Eagar, Assoc Professor Rod McMahon, Professor Gerard Sutton, Mr Paul Knight, Mr Geoff O'Donnell

Apologies

Ms Jill Boehm, Mr Roger Downs

In Attendance

Mrs Susan Browbank, Mr Barry Mitrevski, Ms Kristen Davies, (Acting Secretariat)

ITEM 3: Declaration of Pecuniary Interest, Conflict of Interest

Dr Potter noted she was a member of the Clinical Advisory Committee of Lawrence Hargrave Hospital, a Ramsay Health Care facility.

There were no other conflicts of interest, gifts, or benefits declared.

ITEM 4: Confirmation of Minutes of meeting held 8 April 2013

The minutes were accepted as a true and correct record by Professor Sutton – motion carried.

ITEM 5: Action List

Action list received and noted by the Board.

5.1 Quarterly review of the District's risk management strategies

Report received and noted by the Board.

Director of Finance referred members to pages 20-23 of the business papers and invited questions from the floor.

It was queried whether the risk of the endoscopy waiting list at Shellharbour Hospital (Risk 2482) could be extended to all facilities within the District. The Chief Executive noted the particular significance to Shellharbour Hospital and advised mitigation would involve contracting 100-150 procedures to the private sector before the end of this financial year. This would allow Shellharbour Hospital risk profile to be reduced to a more manageable level.

The Board expressed an interest in eliciting the high risks and emerging risks for the District in addition to the extreme risks currently reported on.

ACTION ITEM: Progress reports to the Board to include a summary of high risks, in addition to extreme risks for the District.

5.1 Culture Change Programme

Report received and noted by the Board.

Board members are referred to Confidential Minute One for further information related to this item.

ITEM 6: Reports**6.1 Chief Executive Report to the MoH**

Report received and noted by the Board.

The Chief Executive noted the District's current performance level remains at level 0.

Concerns about activity targets were raised, and the process by which the targets are determined and agreed was outlined by the Chief Executive.

6.2 Board Committee Reports/Minutes

6.2.1 Finance and Activity Based Funding Performance Report

Report received and noted by the Board.

The Board members acknowledged the addition of the ABF report to the Financial Performance Report.

It was noted that the ED continues to be a significant ABF risk to the District, with all sites above the ED cost weight price.

6.2.2 Health Care Quality – meeting held 27 March 2013

Minutes received and noted by the Board.

6.2.3 Planning Committee – meeting held 4 March 2013

Minutes received and noted by the Board.

The Board members agreed the Future Service Profiles put forward at the Planning Committee meetings would be for noting only at this stage, as per the recommendation coming out the 8 April 2013 meeting. Once the plans have been finalised and a gap analysis performed, a special meeting will be scheduled for Board members to receive the plans. The Board members agreed that this proposed process was reasonable.

Concerns with the Shellharbour Hospital Service Plan were raised, noting the need for expansion at this site. It was also noted that the transfer of Kiama and Port Kembla beds should be incorporated into the Shellharbour Hospital Service Plan.

The development of a private/public model was discussed, which could possibly operate similarly to the recently announced Northern Beaches public private partnership model. The Board members agreed this was an option to be explored.

6.2.4 Audit and Risk Management Committee – meeting held 4 March 2013

Minutes received and noted by the Board.

6.2.5 Shoalhaven Clinical Council–meeting held 18 February 2013

Report received and noted by the Board.

Concerns were raised around the Urology service at the Shoalhaven District Memorial Hospital (SDMH), highlighting the need for a long-term strategy. The Chief Executive noted possible issues arising if the two current urologists remain in the Shoalhaven but only provide services to the private sector. The intentions of the urologists are expected to be known in the next few weeks. It was noted that the service could possibly be linked back to the Wollongong Hospital (TWH) service and incorporate SDMH patients.

ACTION ITEM: Chief Executive to meet with the Urology team to determine opportunities for future service models.

6.2.6 Illawarra Clinical Council – meeting held 13 March 2013

Report received and noted by the Board.

6.2.7 Medical and Dental Advisory Appointment Committee (MDAAC) – meeting held 25 February 2013

Executive summary received and noted by the Board.

ITEM 7: Business Arising:

7.1 SDMH Budget Recovery Strategy

Report received and noted by the Board.

The Acting Director Finance referred to pages 103-104 of the business papers, outlining the initiatives in place assisting with the reduction in the annual deficit at SDMH. Page 105 provided an outline of the SDMH Budget Recovery Strategy Map, and how the strategies have influenced YTD savings. It was noted that improvements to date total \$1M.

The Board members expressed concerns about the sustainability of the proposed strategies, as they relate to future costs and one-off savings. The Chief Executive noted the District may need to review services at SDMH. It was noted that in order to realise the necessary savings, difficult conversations and decision making would be required to take place. The Chief Executive noted that there is currently a request for the Special Care Nursery at SDMH to operate as a 24 hour service. This is being review by an External Team.

The Chief Executive noted that maintaining admissions, decreasing Length of Stay and closing beds will need to be central to any efficiency savings.

7.2 2013 YourSay Survey

Report received and noted by the Board.

Board members wish to congratulate the District on the 40% response rate achieved, which is a dramatic improvement on the 2011 YourSay Survey results that yielded a 12% response rate.

7.3 Illawarra Shoalhaven Health Education Centre

Report received and noted by the Board.

7.4 Proposed ISLHD Organisational Structure

Report received and noted by the Board.

Board members are referred to Confidential Minute Two for further information related to this item.

ITEM 8: New Business:

8.1 Engagement of Internal Audit Bureau

Report received and noted by the Board.

8.2 Illawarra Population Health Platform

The Chair indicated his intent to continue to identify opportunities for funding given the importance of this initiative to the District.

8.3 On site Private Hospital

Refer to item 6.2.3

8.4 SDMH Air Conditioning

Report received and noted by the Board.

8.5 Leasing of Accommodation

Report received and noted by the Board.

The Board discussed the proposed lease of floor space at 325 Crown Street, Wollongong as a potential site to relocate service staff from the UoW, District Executive and Administration (Lawson House), Diabetes Centre staff, Sexual Assault Services staff, and displaced Piccadilly Community Health Centre staff.

The Chief Executive noted current leasing arrangements with UoW that were negotiated when the District was part of SESIAHS.

Concerns were raised over the possibility of inefficient work practice due to the disjointed location of the proposed office space.

ITEM 9: Confidential Items:

9.1 Confidential Item One

Report received and noted by the Board.

Board members are referred to Confidential Minute Three for further information related to this item.

9.2 Confidential Item Two

Report received and noted by the Board.

Board members are referred to Confidential Minute Four for further information related to this item.

9.3 Confidential Item Three

Report received and noted by the Board.

9.4 Confidential Item Four

Report received and noted by the Board.

9.5 Confidential Item Five

Report received and noted by the Board.

9.6 Confidential Item Six

Report received and noted by the Board.

Board members are referred to Confidential Minute Five for further information related to this item.

ITEM 10: Information:

10.1 Statutory Governed Board Training Programme

Correspondence received and noted by the Board.

The Board members requested advice from the Board Chairman in response to selecting modules to attend from the Training Program. The members agreed that advice from the Chairman would assist in identifying areas in which members could benefit from training.

ACTION ITEM: (i) Chief Executive to liaise with Board Chairman in relation to the selection of appropriate training modules for Board members.

(ii) Secretariat to coordinate with Board members

10.2 Board Remuneration


Remuneration forms received by the Board.

Meeting closed at: 6:18pm

Next meeting: Monday 3 June 2013
4.00pm – 6.00pm
Clinical Skills Lab
Illawarra Shoalhaven Health Education Centre

CERTIFIED A CORRECT RECORD

Clinical Professor Denis King



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Signature

3.6.13.

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Date