
MINUTES

BOARD MEETING

Date: 4.30pm-6.30pm, Monday 4 May 2015

Venue: Conference Rooms, Wollongong Hospital



Health
Illawarra Shoalhaven
Local Health District

ITEM 1: MEETING OPENING

1.1 Attendance of members

Clinical Professor Denis King, Ms Jill Boehm, Dr Stephen Andersen, Mr Roger Downs, Professor Kathy Eagar, Mr Paul Knight, Ms Marisa Mastroianni, Associate Professor Rod McMahon, Geoff O'Donnell, Clinical Professor Jan Potter, Dr William Pratt, Ms Carrie Schulman, Professor Gerard Sutton.

In Attendance

Ms Margot Mains, Ms Sue Harris, Ms Jasmina Jonceski (Board Secretary).

Apologies

Nil

1.2 Declaration of Pecuniary Interest, Conflict of Interest

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

1.3 Register of Board Resolutions

Members received the Board resolutions of the previous 12 months, and the progress/outcomes to date.

1.4 Confirmation of Minutes of meeting held 13 April 2015

The minutes were accepted as a true and accurate record.

ITEM 2: ACTION LIST / BUSINESS ARISING

The Board noted progress/completion of actions.

2.1 Rostering System (Resolution 2014/15) – Update

The Board received the information provided.

The Board noted the new Rostering system was expected to be rolled out by the end of the year and requested an update on the rollout in February 2016.

ACTION ITEM: Update on Rostering System implementation to be provided for February 2016 Board meeting.

2.2 Illawarra South West Sydney – Your Cancer Network (Resolution 2014/18) – Update

The Board Chair received the information provided.

The Board noted that ISLHD and SWSLHD commenced the Network based on their application and that recruitment for a second upper gastrointestinal surgeon is underway. The Board requested information on the impact on patients within the District following the commencement of the Network.

ACTION ITEM: Brief to be presented to Board outlining work being done in the Illawarra South West Sydney Network and effects on District's patients.

ITEM 3: REPORTS

3.1 Board Chair Report

The Board received the verbal report provided by the Board Chair.

3.2 Chief Executive Report

The Board received the information provided.

The Chief Executive advised the Board that as part of the strategy for the Shoalhaven region, advice is also being sought on long-term planning for David Berry Hospital.

The Chief Executive advised the Board of the following changes to the Executive:

- John Christie has been appointed as Acting Executive Director Medical Services commencing 18 May for three months while the position is recruited to
- Andrew Grice has stepped down as Executive Director Finance; the Chief Executive will be acting in the role with consultant advice from Brett Wiseman and the Ministry of Health, while the position is recruited to
- Recruitment to the Executive Director Clinical Operations role has commenced; expected interviews to take place in July
- Interviews for the General Manager Shoalhaven District Memorial Hospital have been undertaken
- Preferred candidate for Director Aboriginal Health position identified.

The Chief Executive advised the Board that it is expected the Ministry of Health will undertake funds management from next financial year in line with a Treasury directive, with LHDs cash holding expected to be limited to an estimated \$8 million. The District will develop a strategy and priority list for spending the surplus cash to be presented to the Board in June 2015 via the Board Finance and Performance Committee.

The Chief Executive advised the Board of the invitation she and the Executive Director Clinical Governance received to present to the NSW Health Clinical Risk Advisory Group (CRAG) to discuss action taken across the LHD in relation to incident rates. The Board requested that the Quality and Safety Action Plan be monitored through the Health Care Quality Committee and that the Committee report to the Board any matters of concern.

ACTION ITEM: Health Care Quality Committee to monitor implementation of the Quality and Safety Action Plan.

The Chief Executive provided an update on the implementation of the Leadership and Governance Framework and that a priority list has been developed that will be narrowed to prioritise priorities.

ITEM 4: NEW BUSINESS**4.1 Kiama Integrated Primary and Community Services Health Centre Service Plan**

The Board received the information provided.

The Board endorsed the plan, noting that governance of medical clinics needs to be resolved to ensure they maintain professional integrity to the respective division. Professor Potter also raised concerns with the NAP activity levels used in the document which will be discussion with the Executive Director Integrated Care, Planning and Performance.

RESOLUTION (2015/07): The Board endorsed the Kiama Integrated Primary and Community Services Health Centre Service Plan.

4.2 2015-16 Asset Strategic Plan – Priority Projects

The Board received the information provided.

RESOLUTION (2015/08): The Board endorsed the District's Top Five priority projects as:

1. Shellharbour Hospital Redevelopment (Phase 1)
2. Bulli Aged Care Centre of Excellence
3. Shoalhaven Strategy, including the Car Park, Second Linear Accelerator and Redevelopment of the campus
4. Port Kembla/Kiama Hospitals
5. Shellharbour Phase 2.

4.3 Wollongong Hospital Car Park Strategy

The Board received the information provided.

The Planning Committee Chair advised the Board that the Committee was seeking further information on concerns about revenue from the Car Park and their including in District revenue targets.

The Board noted the new pricing structure commences 1 June 2015.

4.4 Audit and Risk Management Committee: Independent Chair/Members Appointments

The Board received the information provided.

RESOLUTION (2015/09): The Board approved the appointment to the Audit and Risk Management Committee:

1. Mr Jim Mitchell as an independent member from 1 October 2015 to 30 September 2017
2. Mr Todd Davies as the Chair from 1 October 2015 to 30 September 2018.

4.5 Local Decision Making Trial

The Board received the information provided.

The Board noted concerns that no limits have been put forward for funding requirements requested by the Local Decision Making (LDM) Advisory Committee and the priorities identified by the Committee may not meet the priorities of the District or where Committee priorities do not achieve expected outcomes.

The Board requested further information on the statement that LDM will “allow for local control so that funding can be directed towards local priorities”.

ACTION ITEM: Provide advice further information on the statement that LDM will “allow for local control so that funding can be directed towards local priorities”.

The Board requested that Board Member Paul Knight attend the Illawarra and Wingecarribee Local Decision Making Advisory Committee meeting on 7 June 2015 if possible.

ACTION ITEM: Seek advice on whether Board Member Paul Knight attend the Illawarra and Wingecarribee Local Decision Making Advisory Committee meeting on 7 June 2015.

ITEM 5: CONFIDENTIAL ITEMS

Board members are referred to the Confidential Minutes for further information related to this item.

ITEM 6: BUSINESS WITHOUT NOTICE

There was no business without notice.

ITEM 7: INFORMATION

7.1 Finance and Performance Committee – Minutes of 23 March 2015 meeting

The Board received the minutes.

7.2 Health Care Quality Committee – No approved minutes for circulation

No minutes were available.

7.3 Planning Committee – Minutes of 27 April 2015 meeting

The Board received the minutes.

7.4 Aboriginal Health Committee – No approved minutes for circulation

No minutes were available.

7.5 Audit and Risk Management Committee – No approved minutes for circulation

No minutes were available.

7.6 Media and Community Engagement Activity – 31 March to 21 April 2015

The Board received the information provided.

ITEM 8: NOTIFICATIONS REGARDING UPCOMING EVENTS

8.1 Monday 4 May 2015 – Capacity Assessment Project – Meeting with Board

The Board noted the Capacity Assessment Project site meetings and Meeting with the Board earlier that day.

8.2 Monday 1 June 2015 – NSW Kids and Families – Presentation on *Healthy, Safe and Well*

The Board noted the Chief Executive of NSW Kids and Families and the Chief Paediatrician would be attending the next Board meeting on 1 June 2015 to present on *Healthy, Safe and Well*.

8.3 Monday 15 June 2015 – Board Members Conference

The Board noted the 2015 Board Members Conference organised by NSW Health has been confirmed for Monday 15 June 2015.

ITEM 9: DATE AND VENUE OF NEXT MEETING

Information received and noted by the Board.

MEETING CLOSED AT 6.35pm.

Next meeting: Monday 1 June 2015
4.00pm – 6.00pm
Conference Rooms, Level 8,
Block C, Wollongong Hospital

CERTIFIED A CORRECT RECORD

**Clinical Professor Denis King OAM
1 June 2015**

TRIM Ref: DT15/31117