Illawarra Shoalhaven Local Health District

Minutes for ISLHD Board Meeting

28/04/2025 | 02:00 PM - 05:00 PM - AEST
ISLHD Executive Office, King Street, Warrawong

ITEM 1: Agenda

The Board Chair, Chris Bertinshaw opened at 2.02pm.

ITEM 2: Chairs Consultation

The Chair verified that the Members had no concerns to discuss pertaining to the agenda.

ITEM 3: Welcome

3.1 Acknowledgement of Country

The Board Chair acknowledged that the Illawarra Shoalhaven Local Health District is committed to truth telling and healing with the First Nations Peoples for whom the lands on which the District operates are their traditional lands. He acknowledged the innate ancestral connection to Country and pay our respects to Elders past, present and future. He expressed the Boards gratitude that they share these lands today, their sorrow for the costs of that sharing, and their hope and belief that they can move to a place of equity, justice and partnership together.

3.2 Attendance

Chris Bertinshaw, Board Chair
Marilyn Smith OAM, Deputy Chair
Richard Morris AM. BM., Board Member
Hon. David Campbell, Board Member
Jenny Collins, Board Member
Alan Hudson, Board Member
Suzi Clapham, Board Member (via Microsoft Teams)
Nick Mitrevski, Board Member
Costa Boyages, Board Member
Jonathon Boswell, Board Member

In attendance:
Margot Mains, Chief Executive
Jessica De Angelis, Director Office of the Chief Executive
Angela Twist, Board Secretary (minutes)

In attendance for item 5.1:
Pippa Rendel, A/Executive Director Strategy, Risk, Planning and Performance

In attendance for item 5.3:
Sue Harris, Executive Director Infrastructure and Assets (via Microsoft Teams)

In attendance for item 7.1:
Margaret Martin, Executive Director Clinical Operations
Ben Wakeling, Director Clinical Strategy & Outcomes

3.3 Apologies

Peter McDonald, Board Member, was an apology for this meeting.

3.4 Declarations of Interests

The Chair invited members to raise any conflicts of interest arising from the agenda items. There were no declarations of conflicts of interest.

ITEM 4: Business from the last meeting

4.1 Confirmation of Minutes - 24 February 2025

The Chair invited comments or amendments to the draft minutes of the ISLHD Board meeting held on 24 February 2025. The Board approved the Minutes.

4.2 Actions Arising

The Board noted the actions arising and closed items 284/24, 291/24, 293/25, 295/25, 297/25, and 301/25.

ITEM 5: Strategic Matters

5.1 Planning Update

The Board noted the Planning update and received further updates on the below items:

- the acknowledgement that the purpose of the Key Health Worker Accommodation program is to procure additional housing via capital to help support workforce attraction and retention (in the high priority locations identified by regional District's in their business cases) whilst providing housing for key health staff where tenure is secure (under HAC ownership).

In terms of the medical gases risk identified at Milton Ulladulla Hospital, the Committee queried whether the switch off of the gas was automated and were advised it was. When questioned on the number of foot patrols on the site to support the mitigation strategies of the risks, it was noted patrols occur 4 times in a 24-hour period.

The Board discussed that at the out of session Board meeting held 26 March 2025 to endorse the Milton Ulladulla Hospital (MUH) Health Services Plan (HSP), they had been advised the site was no longer fit for purpose. While this was addressed in the report, the Board further requested the Chief Executive provide additional information on how these have been escalated to the Ministry of Health and who has overall ownership of the risks.

ACTION 303/25:** **EDSIP to advise how often the security foot patrols are regarding the risks at Milton Ulladulla Hospital. (Assignee(s): EDSRPP; Due Date: 30/06/2025)

ACTION 304/25: CE to advise how the MUH risks are being addressed and who owns the risk. (Assignee(s): EDSRPP; Due Date: 30/06/2025)

5.1.1 Milton Ulladulla Hospital Master Planning

The Board noted the Milton Ulladulla Hospital Master Plan update.

5.1.2 Wollongong Hospital Master Planning

The Board noted the Wollongong Hospital Master Plan and that there are numerous options being explored.

5.2 2025 NSW Health Purchasing Roadshow

The Board noted the 2025 NSW Health Purchasing Roadshow and received further updates on the following items: the challenges with increases in volume, an ageing population and increased numbers coupled with the population requiring more services. The Ministry of Health are also looking into the demographics at a statewide level.

The Board discussed the slide relating to the Residential Aged Care Facility (RACF) market failure in detail, and noted the growth in ED demand and how that mirrored in terms of what the District could do in terms of planned surgery.

The Chief Executive outlined the priority funding needs for FY25-26 which included:

- Supporting capital projects and redevelopments
    - Expanding Shoalhaven services (day 1)
    - Early works at TWH – Medical Imaging
    - Aged Care Transitional Facility

- Continuation of existing services to improve access and flow
    - ED Allied Health Navigator
    - Mental Health Ambulance and Police Project (MHAPP)

- Strengthening services to meet growing demand and respond to unmet need.
    - Expanding Maternity services at Milton via Midwifery Group Practice (Government commitment)
    - Expanding Endoscopy to meet increasing demand
    - Cancer Services - expansion of chairs at Shoalhaven Cancer Care Centre and Illawarra Cancer Care Centre to increase over 6 days to meet demand and waiting times for treatment.
    - Paediatric services for vulnerable children and families

The Board commended Pippa Rendel and the team on the presentation and work.

5.3 Major Capital Works Update

Sue Harris joined the meeting at 2.37pm.

The Board noted the Major Capital Works update and discussed the progress on the sale of Five Islands Road. The Executive Director Infrastructure and Assets advised the brief has been signed by the NSW Health Chief Procurement Officer and Deputy Secretary of Finance along with two documents submitted to the land registry office. The subdivision process was being finalised, and the property did not require an audit as it had already been deemed unsuitable for housing. Property and Development New South Wales were developing a fee proposal to take the property to market, and the funds would align with the property disposal fee, which include preparation of documents and conducting contamination reports. The timeframe was not yet determined, but the process had to wait until the Secretary provided approval, which would take approximately three to four weeks after the final fee proposals were received. The proposals were already in progress. The property valuation provided 2 years ago was $3.175M. A Locally Funded Initiative application has been submitted to utilise $1 million of the funds.

Sue Harris left the meeting at 2.44pm.

*ACTION 305/25: **EDIA to advise of the timeline for PDNSW to prepare a fee proposal for Five Islands Road. (Assignee(s): EDIA; Due Date: 30/06/2025)***

ITEM 6: Board Chair Report

The Board noted the report provided by the Board Chair, which included information regarding the new Aged Care Act effective from 1 July 2025. A more comprehensive discussion on the impacts on the District will be provided at the next meeting.

ITEM 7: Chief Executive Report

The Board received the Chief Executive's report with verbal updates centring on the continued focus on building positive culture in the organisation.

Anita Baltovska, Director Communications joined the meeting at 2.50pm to discuss a recent social media incident which garnered national media attention. A strong reminder was issued for staff, and the police investigated the matter. NSW Health recently tightened the social media policy and the education campaign for staff continued.

The Board queried the 175 injury claims noting it was 50 above target and requested a thematic breakdown of the incidents.

The Body Worn Camera (BWC) Trial went live at Wollongong on Wednesday, 5 February. This project is being run by the Ministry of Health - Safety and Security Improvement Unit. The Shoalhaven trial commenced on 24 February 2025, which was delayed due to an issue with the kiosk required to house the cameras. The Ministry of Health have confirmed this delay was not due to the connectivity issues discussed with the Board Chair previously.

Anita Baltovska left the meeting at 3.02pm.

*ACTION 306/25: **DOCE to provide a report on the final SCOI report. (Assignee(s): DOCE; Due Date: 30/06/2025)***

*ACTION 307/25: **DOCE to provide social media guidelines to Board Members. (Assignee(s): DOCE; Due Date: 30/06/2025)***

*ACTION 308/25: **CE to provide the breakdown in rise in injuries from the Work Health and Safety report to the Board. (Assignee(s): Board Secretary; Due Date: 30/06/2025)***

7.1 IHG Bed Base Review - Update

Margaret Martin and Ben Wakeling joined the meeting at 3.02pm.

The Board received the report and presentation on the status of the Illawarra Hospital Group (IHG) Bed Base Review, sponsored by the Chief Executive and Executive Director of Clinical Operations. The review aims to be completed by early May 2025 to understand the current demand, efficiency and bed base requirements (supply). The end output will be a range of bed base realignment options over three timeframe horizons ranging from less than 3 months to 24 months for consideration and recommendation. The high level of medical, nursing and administration engagement was acknowledged. 119 stakeholders worked across 44 workshops online and in person to address 5 structured questions will form the basis of a report addressing demand and supply mismatch and efficiency opportunities.

A full report is expected to be completed in initial draft at the beginning of May for initial consultation and a final report soon after.

Margaret Martin and Ben Wakeling left the meeting at 3.09pm.

ITEM 8: Committee Reports

The Board noted the minutes from the Board Committees:

- Finance and Workforce Performance Committee meeting held 31 March 2025 - DT25/30303
- Research, Data and Environmental Sustainability Committee meeting held 17 February 2025 - DT25/17325
- Health Care Quality and Safety Committee meeting held 26 February 2025 – DT25/5023
- Aboriginal Health Committee meeting held 10 February 2025 – DT25/3673
- Audit and Risk Committee meeting held 20 March 2025 – DT25/25150.

ITEM 9: For Information

9.1 Board Calendar and Leave

The Board noted the 2025 Board calendar and leave planner including updates.

ITEM 10: Closure of General Meeting

There being no further business, the Board Chair closed the meeting at 3.13pm.