

Minutes for ISLHD Board Meeting

17/10/2022 | 02:00 PM - 05:00 PM - AEST

Novotel Northbeach Wollongong

Attendees (10)

Alan Hudson; Rod McMahon; Richard Morris; Janine Cullen; David Campbell; Chris Bertinshaw; Peter McDonald; Nick Mitrevski; Jonathan Boswell; Jenny Collins

Agenda

ITEM 1: Welcome

The Chair, Mr Chris Bertinshaw, declared the meeting open at 2.08pm and that a quorum was present.

1.1 Acknowledgement of Country

Jessica De Angelis acknowledged the Traditional Custodians of the land the Board were meeting on, specifically Dharawal Country. She paid respects to elders past present and future and extended that respect to Aboriginal and Torres Strait Islander peoples in the room or joining via Microsoft Teams.

1.2 Attendance

Members:

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

Dr Jenny Collins, Board Member

Mr Nick Mitrevski, Board Member

Mr Jonathan Boswell, Board Member

Mr Peter McDonald, 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 items 1-8:

Dr Peter Jansen, Executive Director Medical Services and Clinical Governance

Ms Amy Hains, Director Planning Information and Performance

In attendance for item 4 via Microsoft Teams:

Dr Jenny Norman, Childhood Obesity Research Coordinator

Professor Susan Furber, Research and Evaluation Manager

Dr Marianna Milosavljevic, Director of Research Operations.

In attendance for item 9:

Ms Amy Hains, Director Planning Information and Performance

Ms Pippa Rendel, Integrated Care and Priority Populations Stream Leader.

In attendance for item 13.3:

Mr Paul Knight, Chair ISLHD Audit and Risk Committee.

1.3 Apologies

Ms Suzi Clapham, Board Member and Dr Joshua Rijdsdijk, Chair Northern Illawarra Medical Staff Council were apologies for this meeting.

1.4 Declarations of Interests

There were no declarations of interests.

ITEM 2: Planning and Innovation Committee Business from the last meeting

2.1 Confirmation of Planning and Innovation Committee Minutes - 29 August 2022

The minutes of the Planning and Innovation Committee meeting held on 29 August 2022 were accepted by the Committee as a true and accurate recording.

2.2 Actions Arising

The Committee received progress updates on the listed actions noting action item 187/22 would remain open so the Committee can monitor its progress.

Action item 188/22 was closed.

ITEM 3: Reports to Committee Schedule

The Committee received the schedule of reports noting the workforce plan updates for nursing and midwifery and mental health would be deferred until the next meeting.

ITEM 4: Research Presentation - Health Promotion Service Research

The Chair welcomed Dr Jenny Norman and Professor Susan Furber to the meeting to present on Research in Health Promotion and Population Health and noted the Board's keen interest in research and providing support where possible.

Dr Norman and Prof Furber acknowledged the traditional custodians of the land.

Key points from the presentation included:

- structure under ambulatory and primary care
- the focus on Implement initiatives to improve health and wellbeing and on primary and secondary prevention
- the \$2.9 million funding received from competitive grants
- the broad publication history of the unit.

Prof Furber requested the Board's advocacy for primary and secondary prevention research activities to be included as a critical part of ISLHD research endeavours and grant funding.

The Committee discussed how most health promotion programs are able to justify success of what they do by the cost savings that they generate and queried how this was built into future proposals. Prof Furber advised there is now a much larger focus on involving health economists in research proposals and grant application processes for this reason.

ACTION 191/22: Committee to write a letter of thanks to Prof Furber and Dr Norman for their presentation on health promotion research. (Assignee(s): Board secretary; Due Date: 21/10/2022)

ITEM 5: Research Update and Strategic Directions Measures

The Committee noted the report discussing the roll out of REDcap, a data repository to collect and store both de-identified and identifiable information used by the Ministry of Health.

ITEM 6: Workforce Planning Update - Medical

6.1 Obstetrics and Gynaecology Workforce Strategy

The Committee noted the report on the Obstetrics and Gynaecology Workforce Strategy. The Executive Director Medical Services and Clinical Governance further highlighted:

- the extensive consultation which had occurred as part of the plan
- the maternity resilience assessment which was completed alongside the plan, following which Dr Henry Murray was requested to assist in the implementation of the recommendations

- the extensive resource requirements which need to be considered in line with the District's priorities,

The Board discussed the timeline of the plan with the Chief Executive advising there is still a lot of work for management to complete in terms of the governance and accountability processes.

The Committee recommended the Board endorse the direction of the Obstetrics and Gynaecology Workforce Plan pending management's further review on the implementation options subject to funding.

ACTION 192/22: The Committee recommended the Board endorse the direction of the Obstetrics and Gynaecology Workforce Plan pending management's further review on the implementation options subject to funding. (Assignee(s): Board Secretary; Due Date: 28/10/2022)

ITEM 7: Capital Projects Update

The Committee noted the report and acknowledged the contribution of Ms Caroline Langston, Executive Director Integrated Care, Mental Health, Planning, Information & Performance and wished her the best in her new role as Chief Executive of Alfred Health and Monash Health Joint Pathology Venture.

ITEM 8: Business without notice

There was no business without notice.

CLOSE OF PLANNING AND INNOVATION COMMITTEE

There being no further business, the Chair closed the meeting at 2.40pm.

BOARD MEETING OPEN

The Chair, Mr Chris Bertinshaw, declared the meeting open at 2.40pm and that a quorum was present.

ITEM 9: Board Capability Development - Population Health Planning

Richard Morris joined the meeting at 2.59pm.

The Board received the board capability development presentation on population health planning from Amy Hains, Director Planning Information and Performance.

The presentation provided the board with an overview of planning at a strategic, operational and service level to meet the unique health needs of a population. District planning is based on population health data to support prioritisation of health challenges, policy, service development and resource distribution.

The Board discussed how these data sources can now be used to influence the District's future funding models and the need to undertake further analysis around the beds for the new Shellharbour Hospital

reusing the population model as it exists now. The Chief Executive will then discuss with the finance team, check the revenue basis and escalate the case to the Ministry of Health.

Amy Hains and Pippa Rendel left at 3.25pm.

ACTION 202/22: Information pack on population planning data to be provided to the board.

(Assignee(s): Amy Hains; Due Date: 28/10/2022)

ITEM 10: Business from the last meeting

10.1 Confirmation of minutes

The minutes of the ISLHD board meeting held on 29 August 2022 were adopted as a true and accurate record.

10.2 Actions Arising

The Board noted the action items arising.

ITEM 11: Strategic Matters

11.1 Quarterly Risk Report

The Board noted the update on the enterprise risk profile.

ITEM 12: For Decision

There were no items for decision.

ITEM 13: Committee Reports

13.1 Finance and Workforce Performance Committee

The Board noted the draft minutes of the Finance and Workforce Performance Committee meeting held 26 September 2022 and the ISLHD Workforce Annual Report. The Committee Chair further reported to the board on:

- the workforce annual report received by the Committee and provided to the board for information
- the request to receive a written report from the Director Internal Audit on the undertaking of the internal audit team.

The Board confirmed the funding secured for the outsourcing of elective surgery for 2023, though the Chief Executive advised more is required. The Board discussed the need to try to define the operational saturation point of the District in order to identify what is able to be provided by the District and the requirements of other providers.

13.2 Health Care Quality and Safety Committee

The Board noted the minutes of the meeting of the Health Care Quality and Safety Committee on 24 August 2022 and 28 September 2022. The Committee Chair commended the presentation by the team at Shoalhaven Hospital and the work being done regarding junior medical officer training.

13.3 Audit and Risk Committee

The Board welcomed Mr Paul Knight, Chair of the Audit and Risk Committee to the meeting and noted the draft minutes and the report of the Audit and Risk Committee's ordinary meeting on 08 September 2022, including the attached reports.

13.4 Annual Report to the Board

The Board noted the annual report.

ITEM 14: Board Chair Report

The Board Chair advised of the recently commenced discussions with the Chief Executive and Director Office of the Chief Executive regarding the most effective use of the Planning and Innovation Committee. Initial plans would see it focus on research governance, data enhancement and sustainability. Further rounds of consultation are certainly required with the Committee Chair.

The Ministry of Health have strongly recommended Board Chair's appoint additional Aboriginal members to Local Health District Boards. The Board Chair advised he is in discussions with some community members and welcomes recommendations.

The Chief Executive and Board Chair attended a community gathering hosted by Minister Bronnie Taylor along with Maternity Consultant Dr Henry Murray and Maternity Lead in the Shoalhaven Angela Jones. The purpose of the gathering was for women to share their stories and to continue the conversation about bolstering maternity services at Milton.

The Chief Executive will provide a briefing paper to the Board which will set out the conditions for reopening.

ITEM 15: Chief Executive Report

The Board noted the Chief Executive's report. They further discussed:

Farewell to Caroline Langston

After six years as the District's Executive Director Integrated Care, Mental Health, Planning, Information & Performance, Caroline Langston has taken up a new role as the Chief Executive of Alfred Health and Monash Health Joint Pathology Venture.

Following the organisational design review, the position will be advertised permanently. Until that time, a 6 month expression of interest has been advertised.

Sustainability

Dr Nick Watts, Chief Sustainability Officer of the NHS presented to CE's, Board Chairs and senior staff across NSW Health on Thursday 15th September. The key message from the presentation was to start now with things that we can influence in the very near future, rather than focusing on the long term goal.

Following the presentation, the Chief Executive will be looking even more closely at how substantial progress can be made within the District.

People Matter Employee Survey (PMES)

The District saw a final response rate of 32%. A further report will be provided once the results have been analysed and the Districts Colleague Wellbeing Working Group will help support the roll out of any initiatives that are agreed from the feedback. The Board queried whether areas of improvement could be attributed to the spending of the wellbeing funding.

Financial Year Forecast

At a General Fund level, on the basis of its September results the District is estimating a full year underlying expense variance to budget of (\$20.2m) or (1.8%) and an underlying revenue variance to budget of (\$0.1m) or (0.1%). This translates to an overall COS forecast result of (\$20.3m) adverse to budget. The full year expense forecast variation to budget represents an improvement on the (4.0%) variance recorded YTD and includes expected impact of financial improvement programs.

Also included in the expense forecast are costs relating to the strategic investment in Access and Flow improvement initiatives which currently do not have a source of funding.

COVID-19 Transition Planning

As at 27 September 2022, the state moved to 'yellow alert' due to the decline in reported cases. The District is currently making preparations for a possible outbreak in December due to the 7 new variants. Sewage testing has commenced and significant presentations are expected to be seen in December and January 2023.

Paul Knight joined at 4.16pm left at 4.18pm.

ITEM 16: For Information

16.1 2022 Quality & Safety Account

The Board noted the timeline for their review and approval of ISLHD's 2021/2022 Annual Safety & Quality Account prior to its submission to Ministry of Health (MoH) by 30 November 2022.

ITEM 17: Closure of General Meeting

There being no further business, the Board Chair closed the meeting at 4.37pm