

## Minutes for ISLHD Board Meeting

30/10/2023 | 02:00 PM - 05:00 PM - AEST

Microsoft Teams

### Agenda

The Board Chair, Chris Bertinshaw opened the meeting at 2.04pm, which was held via Microsoft Teams.

#### ITEM 1: Chairs Consultation

The Board Chair displayed the NSW Health CORE values on the screen noting the Board promotes the CORE values of Collaboration, Openness, Respect and Empowerment. The values were created by employees for employees - to inspire positive interactions in the workplace.

The Board Chair advised of the review of the ISLHD Board Handbook which would be provided at the next meeting for endorsement.

#### ITEM 2: Welcome

##### 2.1 Acknowledgement of Country

The Board Chair stated that the Illawarra Shoalhaven Local Health District is committed to reconciliation with the First Nations Peoples for whom the lands on which the District operates are their traditional lands.

He acknowledged the ancestors of that country and paid respects to elders past, present and future.

He expressed his gratitude that we share these lands today, his sorrow for the costs of that sharing, and hope and belief that we can move to a place of equity, justice and partnership together.

##### 2.2 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  
Dr Jenny Collins, Board Member  
Ms Suzi Clapham, Board Member  
Mr Alan Hudson, Board Member  
Mr Nick Mitrevski, Board Member  
Mr Jonathan Boswell, Board Member  
Ms Marilyn Smith OAM, Board Member

In attendance:

Ms Margot Mains, Chief Executive  
Dr Josh Rijdsdijk, Chair Medical Staff Council  
Ms Angela Twist, Board Secretary (minutes).

In attendance for item 3.1 and 4

Mr Damien Van Rosmalen, Executive Director Finance and Corporate Services

Mr Eduardo Gacitua, Executive Program Director, Strategic Capacity and Performance

In attendance for item 3.3

Dr Bruce Ashford, Executive Director of Research Operations

Ms Kara Lamond, Director of Community Engagement (Research)

In attendance for item 7

Mr Damien Van Rosmalen, Executive Director Finance and Corporate Services.

In attendance for item 8.1

Ms Suzanne Harris, Executive Director Infrastructure and Assets

Ms Jessica De Angelis, A/Executive Director Strategy, Risk, Planning and Performance.

## **2.3 Apologies**

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

## **2.4 Declarations of Interests**

There were no declarations of interests.

## **ITEM 3: For Decision**

### **3.1 ISLHD Service Agreement 2023-24**

*Alan Hudson joined the meeting at 2.12pm.*

The Board discussed the 2023/24 Service Agreement between the Secretary NSW Health and the Illawarra Shoalhaven Local Health District. Concerns were raised regarding the significant shortfall in funding relating to population growth and elective surgery and queried at what point the District is required to disinvest in services in order to meet the key performance indicators or meet the budgetary constraints.

The Chief Executive advised the Board of the business case being established to clearly articulate to the Ministry of Health the requirements for additional funding to meet the demands of the District.

### **RESOLUTION 2023/98**

The Board approved the:

1. 2023/24 Service Agreement between the Secretary NSW Health and the Illawarra Shoalhaven Local Health District
2. supporting letter from the Board Chair to the Secretary NSW Health.

#### **3.1.1 Draft Letter - Board Chair to Secretary NSW Health - Service Agreement**

*Rod McMahon joined the meeting at 2.21pm.*

The Board supported the letter from the Board Chair to the Secretary, NSW Health regarding the 2023-24 Service Agreement.

### 3.2 ISLHD Quality and Safety Account 2022-23

At the Board Health Care Quality Committee meeting held 25 October 2023, the Committee recommended the ISLHD Safety and Quality Account 2022-23 to the Board for endorsement.

#### RESOLUTION 2023/99

The Board noted the HCQC recommendation and endorsed the ISLHD 2022/2023 Annual Safety & Quality Account prior to its submission to Ministry of Health (MoH), due 31 October 2023.

### 3.3 ISLHD Independent Medical Research Institute Proposal

*Dr Bruce Ashford and Kara Lamond joined the meeting at 2.26pm.*

The Board noted the proposal for the establishment of an Independent Medical Research Institute provided in the business papers. Dr Bruce Ashford and Ms Kara Lamond presented to the Board on:

- the importance of the Board's endorsement.
- the company structure.
- the level of independence required.
- reporting requirements.
- the scope of the institute.
- community engagement.

The Board questioned the funding arrangements of the establishment of the Institute with the Chief Executive advising this was still being worked through in fine detail. The final funding information would be provided at the next Board meeting on 11 December 2023. Until such a time as the Board can review the funding requirements, they supported the proposal in-principle.

#### RESOLUTION 2023/102

The Board:

1. endorsed in-principle the establishment of an Independent Medical Research Institute, subject to clarification of the financial business case.
2. Endorsed the formation of a working group of the Chief Executive, Board Chair and Research, Data and Environmental Sustainability Chair to work with ISLHD to finalise the legal entity to be used.

*Dr Bruce Ashford and Kara Lamond left the meeting at 3.00pm.*

### ITEM 4: Chief Executive Report

The Board and Chief Executive acknowledged the contribution of Maria Flynn, who announced her resignation as Executive Director Nursing, Midwifery and Clinical Governance to take up a position as the Executive Director Nursing and Midwifery for the Western Australia Country Health Service. Maria helped to rebuild the nursing and midwifery workforce after a very challenging few years and leaves the organisation in a better place in this ongoing mission. Barbara Crawford will act in this position for 6 months until formal recruitment has been completed.

The Board noted the Environment Sustainability targets that have been included as formal Key Performance Indicators (KPIs) in the service agreement and queried how this would be resourced. The Chief Executive advised that the District contacted the Ministry requesting funds for a resource to manage this program, however that was denied. An internal review of how this is able to be managed is being undertaken.

The Board discussed the considerable angst that elective surgery is having on the District. The Chief Executive advised that ISLHD notified Deputy Secretary Matthew Daly regarding the increase in overdue patients a result of the reversal in the predicted trajectory in September with an increase for the first time in 8 months. The review of projected overdue elective surgeries for December and January, undertaken as part of the elective surgery planning for Christmas/New Year service consolidation, also highlighted the potential increase in overdue elective surgeries to a total of 662 by December 2023. A paper was developed outlining the drivers for this and was provided to the Ministry of Health (MoH) prior to the Monthly Performance meeting held on 13 October.

A range of assumptions were previously made in order to meet the KPIs including availability of surgeons and anaesthetists both publicly and privately and the lack of adequate bed numbers due to the aged care market failure. The MoH have requested the District recast and advise what is required to reach the agreed targets.

Dr Josh Rijdsdijk declared a conflict of interest as an anaesthetist for the District during this discussion. The Board agreed Dr Rijdsdijk was not required to leave the meeting for the item.

#### **4.1 Executive Summary - ISLHD Submission - Special Commission of Inquiry into Healthcare Funding**

The Board discussed the District's submission to the Special Commission of Inquiry into Healthcare Funding and the need to include the requirement for equitable funding specifically for research and education.

#### **RESOLUTION 2023/100**

The Board endorsed the Executive Summary - ISLHD Submission - Special Commission of Inquiry into Healthcare Funding.

#### **ITEM 7: Presentation - Action Item 211/23 - Funding model and workshop**

The Board received a presentation from the Executive Director Finance and Corporate Services on the different NSW Health funding models and how they relate to the Illawarra Shoalhaven Local Health District.

#### **ITEM 8: Strategic Matters**

##### **8.1 Capital Works and Redevelopments**

The Board noted the updates on the capital works projects including tracking against same and queried the staffing projections for the New Shellharbour Hospital (NSH). It was discussed that the projected full time equivalent (FTE) outlined did not align to an affordable profile. Following further review and state-wide benchmarking regarding nursing, medical and allied health staff an additional \$8M will be allocated to cover the required staffing levels.

The Board questioned the asbestos identification and removal from the Sussex Inlet old RSL building prior to demolition. They were advised that following the required inspections, asbestos was found in the Sussex Inlet building and removal was scheduled by a licensed asbestos removalist. Demolition commenced however found the asbestos was more extensive than originally thought and required further formal inspection and air testing prior to recommencing the demolition. Once formal sign off after the removal by relevant authorities was received, demolition continued and was completed on 6 October 2023.

The Board requested further assurances the District was meeting its regulatory requirements in understanding which buildings had asbestos across the District.

***ACTION 264/23: The Board requested further assurances the District was meeting its regulatory requirements in understanding which buildings had asbestos across the District. (Assignee(s): EDIA; Due Date: 11/12/2023)***

## **ITEM 9: Business from the last meeting**

### **9.1 Confirmation of Minutes - 28 August 2023**

The Chair invited comments or amendments to the draft minutes of the ISLHD Board meeting held on 28 August 2023 and receiving none, they were adopted as a true and accurate record.

### **9.2 Actions Arising**

The Board noted the actions arising and closed actions 208/23; 262/23; 263/23.

#### **9.2.1 Single Digital Patient Record - Overview and Timeline**

The Board noted the information and timeline of the single patient record project.

## **ITEM 11: Committee Reports**

### **RESOLUTION 2023/101**

The Board:

1. noted the draft minutes of the Board Committees
2. noted the annual report from the Audit and Risk Committee
3. endorsed the ISLHD Audit and Risk Committee Charter.

## **ITEM 12: For Information**

### **12.1 Board Calendar and Leave**

The Board note the 2023 Board calendar and leave planner including updates.

## **ITEM 13: Closure meeting**

There being no further business, the meeting closed at 4.38pm