



Health

Illawarra Shoalhaven  
Local Health District

**MINUTES  
ILLAWARRA SHOALHAVEN LOCAL HEALTH DISTRICT  
BOARD MEETING**

**Date: Monday 8 October 2012**

**4.00pm – 6.00pm**

**Venue: Conference Rooms 1 and 2, Level 8, Block C,  
Wollongong Hospital**

**ITEM 1: Presentation**

The Chief Executive introduced Ms Michele Murphy, Manager Insurance & Risk, Finance Branch, Ministry of Health to the Board. An invitation was extended to Ms Murphy to inform the Board on how the Ministry of Health manages insurance and risk, and also provide information on the District's insurance performance.

The NSW Government manages a self insurance scheme covering all participating government agencies for their exposure to loss or damage. Within the scheme Health maintains a sole entity as does Education and Police. Ms Murphy explained the relationship between the Treasury Managed Fund (TMF) and the claims managers, and highlighted the fact that claims managers are not the insurer.

The Board was referred to the ISLHD Deposit Premium result slide indicating the District's overall performance remains stable with the District recording an improvement of \$6k for 2012-2013. It was noted the Wollongong Hospital policy registered the fifth largest change across the State with a \$644k improvement. This change has been brought about by a continued decrease in the number of claims in 2010 and 2011.

Port Kembla District Hospital was flagged as a facility requiring improvement as identified by a shortfall of \$246k for the 2012-2013 premium. This change has been driven by a deterioration in claims experience. To this end, the facility will be trialling an early intervention programme targeted specifically to the hospital's requirements.

The Board noted a decrease in claims in 2011-2012 (19) when compared to 2010-2011 (23), a decrease in the District's percentage of Ministry of Health net incurred cost down from 3.8% for 2010-2011 to 2.4% for 2011-2012, and a net incurred cost decrease from \$9.6M in 2010-2011 to \$3.5M in 2012-2013.

There has been a significant increase in the District's motor vehicle premium due to an increase in the 2011-2012 fleet size as compared to the size of the 2010-2011 fleet.

**ACTION ITEM:** *The District to investigate the reported increase in fleet size to ensure the accuracy of the numbers by which the premium is calculated.*

**ITEM 2: Attendance of members**

Clinical Professor Denis King, Ms Sue Baker-Finch, Ms Marisa Mastroianni, Dr William Pratt, Professor Kathy Eagar, Professor Jan Potter, Ms Jill Boehm, Mr Geoff O'Donnell, Mr Roger Downs

**Apologies**

Professor Gerard Sutton, Mr Paul Knight

**In Attendance**

Mrs Susan Browbank, Mr Henry Kornacki, Mrs Rosemary Croke (secretariat)

**ITEM 3: Declaration of Pecuniary Interest, Conflict of Interest**

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

**ITEM 4: Confirmation of Minutes of meeting held 3 September 2012**

Minutes accepted as a true and correct record.

**ITEM 5: Action List**

Action list received and noted by the Board.

**ITEM 6: Reports**

**6.1 Chief Executive**

Report received and noted by the Board.

The Board noted the resignation of Ms Jean Evans, Director of Information Technology effective as at the end of October 2012. The Board was informed the District will be exploring opportunities in the area of local management of IT, in particular local service provision, over the next three months.

The Board was informed the Ministry of Health is designing new performance indicators with page 22 of the business papers reflecting the initial new dashboards.

## **6.2 ISLHD Board Executive Summaries**

### **6.2.1 Ministry of Health Performance Summary Report – August 2012**

Report received and noted by the Board.

### **6.2.1 Finance and Performance Committee – Overview Report as at 31 August 2012**

Report received and noted by the Board.

### **6.2.2 Health Care Quality Committee – meeting held 26 September 2012**

Draft minutes received and noted by the Board.

### **6.2.3 Planning Committee – meeting held 3 September 2012**

Minutes received and noted by the Board.

Verbal report on meeting held prior to the Board meeting was provided by the Chair.

#### **6.2.3.1 Health Precinct on SDMH site**

The District is currently negotiating the Heads of Agreement with the Illawarra Shoalhaven Medicare Local (ISML). The Chair reiterated the purpose of the building occupying the GP Super Clinic will be the provision of primary health care.

#### **6.2.3.2 Wollongong Hospital Car Park**

The Chair and Mr Geoff O'Donnell met with Health Infrastructure Executive earlier today where the identified concerns with Wollongong Council, and the future proofing of the car park, among other issues were discussed.

A further meeting involving Board representatives, Health Infrastructure, and members of the District Executive team is scheduled for Monday, 15 October 2012.

**ACTION ITEM:** *Board to be provided with feedback at the next Board meeting.*

### **6.2.5 Medical and Dental Advisory Appointment Committee (MDAAC) – meeting held 24 September 2012**

Executive summary received and noted by the Board.

## **6.3 Executive Management Committee Executive Summaries**

### **6.3.1 Illawarra Clinical Council–meeting held 12 September 2012**

Draft minutes received and noted by the Board.

### **6.3.2 Shoalhaven Clinical Council – meeting held 20 August 2012**

Minutes received and noted by the Board.

## **ITEM 7: Business Arising:**

### **7.1 Health Care Services Plan**

The Board noted the extensive community consultation processes that were implemented across the District in the development of the Health Care Services Plan. Over 550 community members across the District provided input and received feedback on same. The communication strategy included the draft Plan being placed on view via a link to the District website allowing the community to respond directly via email. Where requested, groups were afforded and accepted the opportunity to participate in the consultation process. Community information stalls were set up in Wollongong and Nowra, and media interviews were undertaken by the Chair and the District Executive. The Board received and considered all proposals and comments submitted in response to the community consultation.

The Board discussed at length the proposed profile and service strategy for each clinical division and facility. The Board's position was based on the principle of providing the most benefit for all the residents of the Illawarra and Shoalhaven. The Board is cognisant the District provides health care services to a diverse range of communities with distinct health needs across a large geographic region.

The Board noted the region's logistical grouping and supports the "hub" and "spoke" model proposed within the three main population centres of Wollongong, Shellharbour and Shoalhaven.

The communication strategies surrounding the release of the draft Plan were frame worked by the Board to include a pre release briefing session to be held in October prior to public release of this plan.

The Board deliberated on some aspects of the draft Plan and requested minor amendments prior to finalisation of the Plan.

**RESOLVED: (2012/47):** The Board resolved to endorse the Illawarra Shoalhaven Local Health District Health Care Service Plan 2012-2022 in

principle, subject to some clarification and minor amendments.

**ACTION ITEM:** *All materials for publication to be provided to the Board members for consideration prior to final endorsement.*

## **7.2 Corporate Governance Attestation Statement for ISLHD 2011-2012**

The Board noted particular wording in the standard template had been amended in line with Board discussion at 3 September 2012 meeting.

**ACTION ITEM:** *The Attestation Statement is to be amended further and circulated to Board members for consideration.*

## **8 Business Without Notice**

### **8.1 Drafting of the UoW and ISLHD Memorandum of Understanding**

The topic of the UoW and ISLHD Memorandum of Understanding was raised by the Board with a request made to be provided with an update on the District' progress in relation to this matter.

**ACTION ITEM:** *The Board to be provided with a progress report on the drafting of the UoW and ISLHD Memorandum of Understanding.*

### **8.2 Renewal of Local Health District Board Membership – December 2012**

Board members sought feedback in relation to this matter. All members with a Ministerial appointment date up to 31 December 2012 completed the Board Member Nomination for Reappointment form. The Chair drew to the Board's attention Dr Rod McMahan's nomination to fill the vacant Medicare Local member position.

### **8.3 Shoalhaven District Memorial Hospital Budget Review**

The Board requested publication of the Review on the Board's website.

**ACTION ITEM:** *Publication to be arranged.*

### **8.4 Clinical Services Plans**

The Board noted the first draft of the Aged Care, Rehabilitation and Palliative Care Division Clinical Services Division Plan is due for publication in November 2012 and requested the tabling of same at the November Board meeting.

**ITEM 9: Confidential Items:**

**9.1 Confidential Item One**

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

**9.2 Confidential Item Two**

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

**Meeting closed at: 6.35pm**

**Next meeting:** Monday 5 November 2012  
4.00pm – 6.00pm  
Conference Rooms 1 & 2,  
Level 8, Block C  
Wollongong Hospital

**CERTIFIED A CORRECT RECORD**

**Clinical Professor Denis King**



.....  
**Signature**

5.11.12.

.....  
**Date**