

Minute of the meeting of the

**Board of the Health Service Executive****2<sup>nd</sup> February 2006**

**Members present:** L. Downey (Chairman), N. Brennan, D. de Buitleur, B. Drumm (CEO), P.J. Fitzpatrick, M. Gaffney, J. Macri, E. McCague, M. McLoone, M. Murphy, J. Murray & A. Scott.

**Attendees:** A. Browne, J. O'Brien, T. Martin & C.Mellett

**Joined the meeting:** G. Cahill, J. Curran, F. Duffy, J. Molloy & L. Woods (all HSE officials). M. Dewhurst, J. Grewar & I. Simmington (all of McKinsey & Company).

**Location / time:** HSEEA, Adelaide Road at 9am.

The Chairman welcomed Mr. J. O'Brien to the meeting. Mr. O'Brien has taken up the post of National Director, National Hospitals Office on a temporary basis following the departure of Mr. P. McLoughlin.

The items are presented in the order in which they were discussed at the meeting.

<b>Item</b>	<b>Discussion / Comments</b>	<b>Action</b>
<b>1</b>	<b>Minutes of previous meeting</b>	
	Subject to an amendment in relation to the attendance at the meeting on 13 <sup>th</sup> January, the minutes of that meeting were agreed.	
	The minutes of the meeting of the Board on 23 <sup>rd</sup> January were agreed.	
<b>2</b>	<b>Matters arising from minutes</b>	
	<ul style="list-style-type: none"> <li>▪ Re. Item 2 Work on the VFM Report is progressing and will be presented to the Board at a future meeting.</li> <li>▪ Re. Item 2 Representatives from Irish Public Bodies Mutual Insurance will address the Board at its April meeting.</li> <li>▪ Re. Item 3 A. Browne outlined the planned developments in the PCCC Directorate over the coming year.</li> <li>▪ An outline of the issues involved in the negotiation of the GP contract will be provided at the next meeting.</li> <li>▪ Detailed hospital activity data requested at the last meeting was considered.</li> </ul>	<p><b>Dir. Finance</b></p> <p><b>Dir. Finance</b></p> <p><b>Dir. PCCC</b></p>
<b>3</b>	<b>CEO's Report</b>	
	<ul style="list-style-type: none"> <li>▪ The CEO spoke to the report, which had been circulated prior to the meeting. The following items were discussed in particular: <ul style="list-style-type: none"> <li>- Meeting of 300 top managers of HSE on 24<sup>th</sup> January.</li> <li>- Greater use of statistics and health economics expertise in planning process.</li> <li>- Review of acute hospital services in the north east; expressions of interest have been received.</li> <li>- Out of hours GP services in North Dublin; negotiations are on-going.</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>- Renegotiation of the state Pharmacy Agreement.</li> <li>- Report of Expert Group on Mental Health Policy.</li> <li>- Disability Act and Education for Persons with Special Education Needs Act 2004.</li> <li>- Hygiene Audit.</li> <li>- A&amp;E Services – a lengthy discussion was held in relation to A&amp;E Services. It was noted that a number of NHO/PCCC initiatives were being progressed to address current issues. A bed requirement review will be undertaken in the coming weeks.</li> </ul>	
<b>4 Consultants' Contract</b>		
	<ul style="list-style-type: none"> <li>▪ It was noted that the HSE/DoHC position had been presented to the medical unions at a meeting on 26<sup>th</sup> January but they refused to discuss the document. The next meeting is scheduled for 9<sup>th</sup> February.</li> </ul>	
<b>6 Finance Report</b>		
	<ul style="list-style-type: none"> <li>▪ L. Woods joined the meeting for items 6, 7 &amp; 8(ii).</li> <li>▪ It was noted that Net Revenue Expenditure for 2005 showed a surplus of €1.1M.</li> <li>▪ The preliminary Vote outturns for 2005 showed a gross surplus of €4.4M comprising a deficit of €53M in revenue spending and a saving of €57.4M in capital spending.</li> <li>▪ It was agreed that forecast accuracy and ongoing communications with Departments of Health and Finance on financial trends were essential.</li> </ul>	
<b>7 Capital Plan 2006</b>		
	<ul style="list-style-type: none"> <li>▪ J. Molloy &amp; J. Curran, Capital Project Development, attended for this item.</li> <li>▪ The draft Capital Plan was welcomed by Board members. It was noted that good work had been done to bring together capital planning projects from formerly disparate parts of the health system. An outline was provided of the process that will be implemented regarding the initiation of a capital project.</li> <li>➤ <b>It was suggested that the protocol in relation to capital planning should be forwarded to Internal Audit for review to ensure its consistency with other similar protocols.</b></li> <li>➤ <b>The Capital Plan was proposed by the Chairman, seconded by Prof. A. Scott and formally adopted by the Board. It was agreed to forward it to the Tánaiste. A statement to this effect will be issued to the media. (Decision No. HSE/Board/02.02/(02)/2006)</b></li> </ul>	<p><b>Dir. Finance</b></p> <p><b>Chairman/Communications</b></p>
<b>8(ii) Property – Protocol &amp; Delegations</b>		
	<ul style="list-style-type: none"> <li>▪ G. Cahill, Technical Services Officer joined the meeting for this item and outlined to members the proposed property protocol and requisite delegations.</li> <li>➤ <b>It was suggested that the property protocol should be forwarded to Internal Audit for review to ensure its consistency with other similar protocols.</b></li> <li>➤ <b>Additional details are to be provided in relation to some of the property transactions.</b></li> <li>➤ <b>The delegation orders were proposed by M. McLoone, seconded by P.J. Fitzpatrick and the property protocol was formally adopted by the Board. (Decision No. HSE/Board/02.02/(03)/2006)</b></li> </ul>	<b>Dir. Finance</b>
<b>8(i) Property – Proposal re. office accommodation</b>		
	<ul style="list-style-type: none"> <li>▪ T. Martin outlined the proposal in relation to the consolidation of HSE office accommodation in the eastern region.</li> <li>▪ It was noted that there is a need to facilitate the transition of some functions, posts and officials from the DoHC to the HSE at a Dublin city centre location. In addition, a location which would afford ease of access, using public transport, for people attending meetings etc. from around the country is required.</li> </ul>	

	➤ <b>Proposal was agreed.</b>	
<b>9 Update on PPARS</b>		
	<ul style="list-style-type: none"> <li>▪ It was noted that work is ongoing in relation to the future of the PPARS system. A full report will be provided at the April Board meeting.</li> </ul>	
<i>Break for lunch (2pm)</i>		
<b>10 Regional Health Fora</b>		
	<ul style="list-style-type: none"> <li>▪ The briefing note, as circulated prior to the meeting was discussed. It was noted that senior managers in each area would attend meetings of the Forum in their area. It was suggested that the note be amended to allow a nominee to attend on behalf of senior managers, as appropriate.</li> </ul>	<b>Dir. Office of CEO</b>
<b>11 Committees of the Board</b>		
	<p><b><u>Audit Committee</u></b></p> <ul style="list-style-type: none"> <li>▪ The Chairman of the committee, Prof. Brennan stated that the main topics of discussion at the last Audit Committee meeting had been the Annual Report &amp; Financial Statements, Governance documents and the Internal Audit Plan.</li> <li>▪ It was noted that J. Macri would be filling the vacancy on the audit committee created by the resignation of L. Downey when he became Chairman of the HSE.</li> </ul> <p><b><u>Education, Training &amp; Research Committee</u></b></p> <ul style="list-style-type: none"> <li>▪ It was noted that P. McLoughlin and J. Magner were no longer involved in the work of the committee. J. O'Brien will replace P. McLoughlin on the committee.</li> <li>▪ The work of the committee is on-going. It is expected that a meeting will take place in March.</li> </ul> <p><b><u>Remuneration Committee</u></b></p> <ul style="list-style-type: none"> <li>▪ The committee has not met since the last Board meeting. It is expected that a meeting will take place in March.</li> </ul>	
<b>12 Any Other Business</b>		
	<ul style="list-style-type: none"> <li>▪ <b>National Service Plan Monitoring</b> It was noted that an update would be provided at the next meeting by the Acting National Director for Corporate Planning &amp; Control Processes.</li> <li>▪ <b>Board Away Days</b> The away days are scheduled to take place on 2<sup>nd</sup> &amp; 3<sup>rd</sup> March. Agenda and details of location etc. to follow. E. Molloy has been asked to provide advice on the format for the away days and to facilitate discussion on the days.</li> <li>▪ <b>Public Relations</b> It was noted that PR was an important issue for the HSE. It was suggested that this be discussed further at a future Board meeting.</li> </ul>	<b>Office of CEO to inform A/Dir.</b>  <b>Chairman</b>
<b>5 Tertiary Paediatric Review</b>		
	<ul style="list-style-type: none"> <li>▪ The review, as undertaken by McKinsey &amp; Co. was circulated to Board members on the day of the Board meeting.</li> <li>▪ F. Duffy (HSE) and M. Dewhurst, I. Simmington &amp; J. Grewar (all McKinsey &amp; Co.) joined the meeting (3.30pm). A summary of the report was circulated and an overview was provided by the McKinsey &amp; Co. representatives.</li> <li>▪ The speed of the production of the report was commended by the Board.</li> <li>▪ The report was discussed. Quality of care is the principal consideration in the planning of paediatric services. It was noted that, based on best international practice, population and projected demands, Ireland can support only one world class tertiary centre. This centre would be in</li> </ul>	

	<p>Dublin. It would ideally be co-located with a leading adult academic hospital. This single national tertiary care centre would also provide for all the secondary care needs of greater Dublin. It was further noted that an adequate geographic spread of A&amp;E facilities (including 2-3 in Dublin) would be provided.</p> <p><i>F. Duffy &amp; McKinsey representatives left the meeting (4.50pm).</i></p> <ul style="list-style-type: none"> <li>▪ <b>The report was endorsed by the Board.</b></li> <li>▪ It was noted that the Tánaiste and representatives of the Taoiseach's office would be briefed later that evening and that a meeting with representatives of the paediatric and maternity hospitals, the Council of Children's Hospital Care and the Ombudsman for Children was scheduled for the following day.</li> <li>▪ It was noted that a Joint HSE/DoHC group, with representation from the OPW, would be established immediately to examine the report in detail, to progress matters and in particular, to advise on the optimum location of the proposed new hospital.</li> </ul>	
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The meeting concluded at 5.15pm.

Signed:

Date:

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Liam Downey  
Chairman