



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive

Minutes of HSE Board Meeting

A meeting of the Board of the Health Service Executive was held on Friday 18 October 2019, at 9.00am HSE, Dr Steevens Hospital, Dublin 8.

Members Present: Deirdre Madden (Chairperson) Aogan O' fearghail, Brendan Lenihan, Fergus Finlay, Fergus O' Kelly, Fiona Ross, Sarah Mcloughlin, Tim Hynes (Via Telecon re Approvals),

Apologies: Ciaran Devane, Mark Molloy, Yvonne Traynor .

In attendance - Corporate Plan Workshop - 9:00am

HSE Executive Management Team, Dr Stephanie O'Keeffe, Brian Murphy, Dr Deirdre Mulholland, Dr Mary Clare O'Hara, Maurice Farnan, Ita Hegarty. EY personnel provided support to the workshop.

In Attendance - Board Meeting - 2:15pm

Paul Reid, Calm Henry, Liam Woods, Anne Marie Hoey, Dean Sullivan, Stephen Mulvany, John Kelly, Geraldine Smith (Item 6.1) Jim Curran (Item 7.2) John Swords (Item 7.2) Jim O'Sullivan (Secretary), Niamh Drew

Workshop on the Developments of the HSE Corporate Plan 2020 - 2022

Paul Reid welcomed members to the facilitated workshop which is part of the process of developing a new HSE Corporate Plan 2020-2022. Deirdre Madden outlined the purpose of the event, the format and the proposed outcome. Dean Sullivan and Stephanie O'Keeffe provided further information on the structure of the workshop and outlined the group work involved which focused on the Rapid Review documents circulated in advance covering: Population Health and Demographics, Review of Existing Irish Health System Strategies and Plans; Review of International Healthcare Plans, Analysis of Existing Stakeholder Views. There was also a presentation covering key matters for consideration as part of the Corporate Plan development process. Members were given the opportunity to ask questions and make suggestions which will be factored into the process.

At the end of the groupwork, feedback was provided by each of the groups and there was a general discussion. Stephanie O'Keeffe concluded the workshop with a summary of the actions arising from the discussion which will be undertaken by the project team prior to the next engagement.

These actions included: revisiting the documents on international strategies, existing strategies and population health report; providing options on the Vision Statement; explicit reference to Equity; provide options on Purpose; clarity in relation to Mission; SWOT; Consultation Plan including funded agencies; Stakeholder Engagement including Patient Representation.

The workshop concluded at 1:15 pm.

1.0 - 3.0 Welcome, Agenda and Chairperson's Remarks

The Chairperson, Deirdre Madden welcomed members and the meeting proceeded to business noting apologies. The Chair reminded the Board of their role and responsibilities in line with legislation and the principles of the Code of Practice for the Governance of State Bodies. The minutes of the previous meeting held on 27 September 2019 were approved for signing and the Agenda for the meeting was agreed.

No conflicts of interest were declared. Prior to the attendance of members of the Executive Management Team (EMT) members held a discussion in closed session where a number of issues were discussed including CEO report; Accountability Framework; new Children's Hospital; Risk Register; Interaction of Board Committees; People Strategy; Freedom of Information process. On-going work in relation to the format of the Action Log was noted. It was agreed that the sharing of the register of members conflicts of interest would be actioned.

4.0 Report of Chief Executive Officer

Members of the Executive Management Team joined the meeting and prior to presenting his report, Paul Reid advised members of a number of topical matters arising including: Commencement of talks between the Minister for Health and the IMO on new contract;

He also highlighted a number of key items from the Report of the Chief Executive under the priority areas including: progress on the drafting of a new Code of Governances; Budget Settlement; Engagement process between HSE and Department of Health; Winter Plan and Investment; Tender to examine role of the Centre. Members were given the opportunity to raise issues which were addressed by the CEO and EMT members as appropriate before the Board noted the content of the report.

5.0 National Service Plan 2020 and Capital Plan

D Sullivan presented an update on the on-going process for the development of the National Service Plan 2020 since receipt of the Letter of Determination. He also gave an update in relation to the development of the Capital Plan.

S Mulvany reported to the Board on the Financial aspect of the development of the plan. The Board discussed in detail areas of concern specifically: Acute Hospitals; Disability Services; Older Persons; Paediatric Homecare Packages; new Drugs and other demand led areas.

While it was acknowledged that a great deal of work has been carried out and has been presented in a cohesive manner, the Board noted that while they have and will continue to challenge the proposals of EMT until they are satisfied that the process for NSP 2020 has been as effective as possible.

The Board welcome progress to date and it was agreed that a group of Board members will continue to work closely with the EMT to conclude the process. It was agreed that special meetings of the Board will be held on Friday 1 November and Monday 4 November for further consideration of drafts of the NSP and to obtain approval of the plan for submission to the Minister.

D Sullivan also provided an update on the Capital Plan outlining key areas of allocation and proposed spending. It was agreed that further briefing in relation to the new Children's Hospital will be given to the Board following the on-going consideration by the Audit and Risk Committee.

6. Reserved Functions of the Board

Committees of the Board

The Chairs of the Committees each provide an update on the on-going activities by each Committee.

6.1 Audit and Risk Committee

- Minutes of Committee meeting 27 August 2019 were noted.
- Minutes of Committee Teleconference on 13 September 2019 on Brexit Preparedness were noted.
- The Chair also provided an update in relation to key elements of the Committee meeting held on 8 October 2019 referencing a number of key agenda items considered including: Protected

Disclosure; Internal Audit Resources; Outstanding Audit Recommendations; New Children's Hospital Governance; Risk Management and Capital Plan.

- The Board approved the addition to the Committee membership of Martin Pitt (**Decision No 181019/27**)

6.2 Safety and Quality Committee

- Minutes of Committee meeting 22 August 2019 were noted.
- The Chair also provided an update in relation to key elements of the Committee meeting held on 26 September 2019 including: National Independent Review Panel; Termination of Pregnancy; Clinical Audit; Quality Profile.

6.3 People and Culture Committee

- Minutes of Committee meeting 16 August 2019 were noted.
- An update was provided in relation to the Committee meeting held on 4 October 2019 covering the HR update and Values in Action presentation.
- It was agreed that the development of a Project Plan and KPIs in relation to People Strategy 2019 - 2024 be considered by the People and Culture Committee and that the Board be kept advised.

6.4 Performance and Delivery Committee

- Minutes of Committee meeting 27 August 2019 were noted.
- The Chair also provided an update on the work of the Committee including key issues discussed at the meeting on 4 October 2019 including; IFMS; National Scorecard and Corporate Plan. He also advised on the subsequent meeting by teleconference on 9 October 2019 for follow up on the IFMS Contract and Corporate Plan Board Workshop.
- Terms of Reference of Performance and Delivery Committee were discussed and approved (**Decision No: 181019/28**).

7. Approvals

The Board approved the following contracts and transactions having been provided with background material and clarifications.

Contracts

Details in relation to the IFMS Project were presented by S. Mulvany seeking approval from the Board in relation to the recommendation from the Finance Reform Programme Board with regards to outcome of the procurement process for the IFMS System Integrator and the Contract Approval Request Form. The value of the contract is above €10m and accordingly requires formal approval by the Board.

Tim Hynes, Chair of the Performance and Delivery Committee provided additional information in relation to discussions held by the Committee at its meeting on 4 October 2019 and a subsequent teleconference on 9 October 2019 at which the additional clarification sought by the Committee was provided by the CFO, CIO and Project Team. He advised that, on the basis of clarification provided, the Performance and Delivery Committee is recommending approval of the contract.

Following a discussion, the Board approved the award of the contract (**Decision No: 181019/29**).

Property Transactions

John Swords and Jim Curran provided an overview of property transactions which had been recommended by the EMT for approval by the Board. The following transactions were approved by the Board:

- Ref No.2286: Property - Lease of space at under market value at Midlands Regional Hospital Tullamore to Offaly Centre for Independent Living (**Decision No: 181019/30**)
- Ref No.2288A: Property- Disposal at Under Market Value – Address supplied, Limerick to HAIL Housing Association (**Decision No: 181019/31**)
- Ref No.2288B- Property- Disposal at Under Market Value – Address supplied, Limerick to Hail Housing Association (**Decision No: 181019/32**)
- Ref No.2288C: Property- Disposal at Under Market Value – Address supplied, Limerick to HAIL Housing Association (**Decision No: 181019/33**)
- Ref No.2289 A: Property- Disposal at Under Market Value -Address supplied, Kilrush, Co. Clare to Sophia Housing (**Decision No: 181019/34**)
- Ref No.2289B: Property- Disposal at Under Market Value - Address supplied, Ennis, Co. Clare to Sophia Housing (**Decision No: 181019/35**)

8. Any other Business

It was noted that a Trust and Confidence initiative is being developed by the EMT led by the National Director of Communications and that Members will be kept advised of developments and planned listening sessions.

Next Meeting

The next full meeting of the Board is scheduled for 29 November 2019 in Dr Steevens. Special Meetings of the Board will be arranged on 1 and 4 November 2019 as part of the National Service Plan 2020 approval process.

The meeting concluded at 4.45pm pm after which the Board met in the absence of HSE Executives.

Signed: 
Ciaran Devane
Chairperson

29-11-19
Date: _____