

Minute of the meeting of the  
**Board of the Health Service Executive**  
on  
**Thursday, 12<sup>th</sup> March 2009**

**Members present:** L. Downey (Chairman), N. Brennan, B. Drumm, (CEO), D. de Buitleur, P. Farrell, PJ Fitzpatrick, M. Gaffney, E. McCague, J. Mooney, A. Scott and W. O'Reilly

**Apologies:** None

**Attendees:** D. Purcell, Secretary to the Board

**Joined the meeting:** S. McGrath, L. McGuinness, A. Doherty, J. Carolan, L. Woods, B. Gilroy and P. Burke

**Time & Location:** HSE Offices, Adelaide Road, Dublin at 8.00 a.m.

Item	Discussion / Comments	Action
<b>1. Minutes of the previous meetings</b>		
	The minutes of the meetings held on the 12 <sup>th</sup> February 2009, 23 <sup>rd</sup> February 2009, and 4 <sup>th</sup> March 2009 were agreed.	
<b>2. Matters arising from minutes &amp; Review of Action Points</b>		
	The action points from the previous meeting were reviewed and noted. No matters were arising.	
<b>3. Report from CEO</b>		
	<p>The CEO spoke to his monthly report to the Board.</p> <p>He reported to the Board in particular on the reconfiguration of hospital services in the Mid-West and on the inaugural meeting of the newly appointed Clinical Directors under the auspices of the Forum of Postgraduate Training Bodies. This forum will be used to develop a national model for the new Clinical Director role under the Consultant Contract 2008. Following a discussion, the report from the CEO was noted.</p> <p>The items covered in the addendum to the report from the CEO were discussed at item 7 below.</p>	
<b>4. Reports from Committees</b>		
	<p><b>Audit Committee meeting 6<sup>th</sup> March 2009</b></p> <p>The Chairman of the Audit Committee, Prof. N. Brennan, reported on the issues considered at the Committee meeting held on the 6<sup>th</sup> March 2009. These included the 2008 Annual Financial Statements which were being finalised by management and would be considered again at the Committee meeting on 25<sup>th</sup> March 2009; the actions taken to address issues raised in the 2007 management letter from the C&amp;AG particularly correctness of PCRS payments and control issues on salary payments; the report from the scheme administrator on the operation of the nursing home repayments scheme and a report from the National Director of Internal Audit on the activities of that Directorate.</p> <p>The Committee had also received a verbal report from the Director of Finance on Government proposals for the transfer of the Clinical Indemnity Scheme to the HSE and the Government initiative under transforming public</p>	

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	<p>services to centralise all Government procurement using a single procurement system across the OPW and the HSE. This matter is dealt with further at item 7 below.</p> <p><b>Risk Committee meeting 4<sup>th</sup> March 2009</b>  The Chairman of the Risk Committee Prof. Ann Scott reported on the meeting of the Risk Committee held on the 4<sup>th</sup> March 2009. She reported in particular that the training of personnel to conduct health care audits has been completed and but some issues remain in relation to acquiring the full resource compliment to conduct the health care audits. This matter is being reviewed by management and will be considered at the next Committee meeting in April 2009.</p> <p>Following a discussion the reports from both committees were noted.</p>	
<b>5. Monthly Performance Monitoring Report</b>		
	<p>L. McGuinness, A. Doherty, J. Carolan, L. Woods, S. McGrath joined the meeting for consideration of this item.</p> <p>L. Woods reported to the Board on the activity levels, employment levels and finance position at the end of January 2009 as set out in the Performance Monitoring Report. He reported that we are continuing to exceed the main service delivery commitments as set out in the Service Plan 2009 and that the employment data shows an increase over the December 2008 report.</p> <p>In relation to the financial position, L. Woods reported that since the special Board meeting on 23<sup>rd</sup> February 2009 there had been detailed discussions between HSE management and officials of the Department of Health &amp; Children about the emerging financial position for 2009. These discussions had taken account of the financial information available at the end of February 2009. He confirmed the best estimate of the HSE and the Department is now that the projected financial shortfall to year end is of the order of €480m. He confirmed that measures to achieve €133m in savings are all ready in place and these will not impact on National Service Plan activity levels.</p> <p>The Board reviewed the projected financial position to year end based on the briefing paper circulated by management prior to the meeting, the letter dated 9<sup>th</sup> March 2009 from the Minister for Health and Children and related correspondence received by management from the Secretary General. It noted that the financial situation facing the organisation is very challenging and that a significant portion of the emerging issues relate to the general economic downturn and its impact on revenues and expenditure on demand led schemes.</p> <p>The Board also noted that the letter from the Minister for Health and Children had requested the HSE to focus at this stage on the achievement of total adjustments of €205m (of which measures to deliver €133m were agreed) and that the Government will consider the remaining projected shortfall of €72m in the context of its overall deliberations on the expenditure and revenue measures necessary to ensure the stabilisation and sustainability of the public finances.</p> <p>Based on this request in the letter from the Minister, the Board asked management to identify proposals for further savings of €72m to deliver total adjustments of €205m. These proposals will be submitted to the Board for approval when finalised.</p>	<p>L. Woods / J. Carolan</p>
<b>6. Organisational design - appointment to positions at National Director level</b>		

Item	Discussion / Comments	Action
	<p>The CEO updated the Board on the progress made with the selection and recruitment process and spoke to the report which had been circulated on the appointment of the three new National Directors of Planning and Performance; Quality and Clinical Care and Operations.</p> <p>Following a detailed discussion it was agreed that these appointments would be further deliberated at a later meeting.</p>	
<b>7. Property Transactions</b>		
	<p>B. Gilroy joined the meeting for the discussion of this item.</p> <p><b>7.1 Lease of Property for Primary Care Centres</b> Following a discussion on the need to ensure continued value for money is obtained in the terms and conditions of these lease arrangements, the approval for the lease arrangements for the properties set out in the paper circulated to the Board was proposed by W. O'Reilly, seconded by PJ Fitzpatrick and agreed by the Board. <i>(HSE Board Decision No. 12.03 (07)/2009).</i></p> <p><b>7.2. Transfer of 3 sites for sub-station sites to ESB</b> Approval to the disposal of the 3 sites list in the briefing paper to the Board to the ESB for sub-station sites was proposed by W. O'Reilly, seconded by N. Brennan and agreed by the Board. <i>(HSE Board Decision No. 12.03(08)2009).</i></p> <p><b>7.3. Amendments to the protocol for disposal and acquisition of property</b> B. Gilroy spoke to the proposal to delegate to management the authority to grant (1) tracts of land not exceeding 25 sq. metres in area owned by the HSE to the Electricity Supply Board for the provision of sub-stations / transformers or to the National Roads Authority / County Councils or other State or Semi-State Statutory Bodies for road improvements in the interests of public safety or (2) requests for wayleaves to permit services to cross over or under HSE lands.</p> <p>Approval for the amendment was proposed by W. O'Reilly and seconded by N. Brennan and agreed by the Board. <i>(HSE Board Decision No. 12.03(09)/2009).</i></p> <p><b>Addendum to monthly report from the CEO</b> B. Gilroy then spoke to the report on the national financial system and the Government initiative on transforming public services in relation to the procurement of a national procurement system as outlined in the addendum to report from the CEO to the Board. The Board re-emphasised the need to prioritise the development of a national financial system for the HSE and expressed the view that any HSE involvement in the Government initiative should not delay or impede the development of a national system for the HSE. Following a discussion, it was agreed that this matter would be considered further in the context of the report which is due to come to the Board on the ICT Strategy and Projects updates.</p>	<p>B. Gilroy</p>
<b>8. Progress on the implementation of Communications Strategy</b>		
	<p>Due to time constraints it was agreed to defer consideration of this report until the April 2009 Board meeting.</p>	<p>P. Connors</p>

<b>9.</b>	<b>Progress on the implementation of the HSE National Strategy for Service User Involvement &amp; HSE Policy &amp; Procedures for the</b>	
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	<b>Management of Consumer Feedback</b>	
	The progress report circulated to the Board on this item was noted.	
<b>10.</b>	<b>Managing integration of Hospital Services - re-configuration of acute hospital services in HSE Mid-West</b>	
	<p>A. Doherty and P. Burke, General Consultant in the Mid-West Regional Hospital joined the meeting for consideration of this item.</p> <p>P. Burke outlined to the Board the clinical engagement in the re-configuration of the acute hospital services in the Mid-West hospital network and reported on the progress being made with the re-configuration programme. Following a question and answer session, the Board expressed strong support for the clinical engagement in leading this change programme and noted the progress being made.</p>	
<b>11.</b>	<b>AOB</b>	
	It was noted that a Board meeting was scheduled for the 30 <sup>th</sup> March, 2009, to consider and approve the Annual Financial Statements for 2008 in accordance with the statutory deadline provided in the Health Act 2004.	

The meeting concluded at 2.30pm

Signed:

Date:

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Liam Downey,  
Chairman

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