

Minute of the meeting of the  
**Board of the Health Service Executive**

**15<sup>th</sup> November, 2007**

- Members present:** L. Downey (Chairman), B. Drumm (CEO), N. Brennan, D. de Buitleur, M. Gaffney\*, J. Macri\*, E. McCague\*, A. Scott\*. *\*(participated by teleconference).*
- Apologies:** P.J. Fitzpatrick, M. McLoone, M. Murphy and J. Murray
- Attendees:** J. O' Brien, T. Martin, L. McGuinness and D. Purcell (Board Secretary).
- Joined the meeting:** L. Woods, M. McDonald and A. Doherty.
- Location / time:** HSE-EA, Adelaide Road at 11 am.
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The Chairman thanked the members for their attendance at short notice.

Item	Discussion / Comments	Action
<b>Service Plan 2008</b>		
	<p>The Chairman introduced the draft Service Plan 2008 (incl. a Capital Plan) and the financial framework documents which had been circulated prior to the meeting.</p> <p>A. Doherty spoke to the draft service plan which set out the type and volume of services to be provided in 2008. She highlighted in particular that the plan had been prepared on an existing level of service basis. There is no provision in the plan for the development of new services that require additional investment. All service development/ improvements are being made in the context of the existing resources, through maximising effectiveness and efficiencies and in the context of the transformation programme. If additional service development monies are announced on Budget day, the impact of these monies will be the subject of an addendum to the service plan.</p> <p>L. Woods presented the financial framework which set out the financial resources available to the HSE to deliver the service plan in 2008. He also outlined to the Board a revised HSE budgeting process for 2008 and future years which seeks to improve and enhance the current budgetary process.</p> <p>M. Mc Donald then outlined the HR data in the service plan. He informed the Board that the 2008 employment ceiling estimate in the service plan is 112,245. The Board noted that a continued tight focus on employment control for the remainder of 2007 and in 2008 is required to achieve and adhere to this figure.</p> <p>B. Gilroy spoke to the capital plan. He informed the Board that the full capital allocation will be expended in 2007. He outlined the HSE capital priorities for 2008 and confirmed the projects prioritised in the plan were in line with the overview capital programme for the period 2008 – 2012. The Board noted that the plan was designed to allow not just the top €513m priority projects to progress, but also the next highest priorities if funding becomes available or other projects encounter difficulties.</p>	

	<p>The draft service plan was discussed in detail. Members welcomed the move towards an improved budgetary process to achieve greater alignment between employment numbers, activity levels and financial resources. It also noted that further work is to be done in 2008 to ensure better alignment of employment ceiling with financial allocations particularly at NHO/PCCC local area level. The planned activity levels in NHO were discussed. The Board requested management to review the NHO activity figures to reflect the shift from inpatient activity to day case procedures.</p> <p>A number of other suggested changes were made by members in relation to the content and format of the plan. In particular the Board requested that the plan would set out in an executive summary the key targets and outcomes for 2008. It was agreed that A Doherty would amend the service plan to reflect the input/suggestions of board members and finalise the document for submission to the Minister in consultation with the Chairman and two other Board members nominated for this purpose.</p> <p>The adoption of the Service Plan, 2008 (including the Capital Plan) was proposed by M Gaffney, seconded by N. Brennan and agreed by the Board (Board Decision No. 15.11 (21)/2007).</p>	
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The meeting concluded at 1.10pm.

Signed:

Date:

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Liam Downey  
Chairman

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