

Minute of the meeting of the
Board of the Health Service Executive
on
1st February, 2007

Members present: L. Downey (Chair), N.Brennan, D. de Buitleur, B. Drumm, (CEO), P.J. Fitzpatrick, M. Gaffney, J. Macri, E. McCague, M. McLoone, J. Murray.

Apologies: M. Murphy and A. Scott.

Attendees: T. Martin, L. McGuinness, J. O'Brien, D. Purcell (Board Secretary).

Joined the meeting: L. Woods, M. McDonald, W. Murphy, B. Kirwan, L. Stronge, S. Bresnan, D. Casey, P. Smith (Accenture), B. Gilroy, T. O'Brien, E. Dunne, G. Barry and A. Doherty.

Time & Location: Office of the Health Service Executive, Millennium Park, Naas, at 8.30a.m.

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

The Chairman welcomed Laverne McGuinness who has been appointed as the Acting National Director for Primary, Community and Continuing Care.

Item	Discussion / Comments	Action
1	Minutes of previous meeting	
	The minutes of the meeting on the 11 th January, 2007 were agreed subject to minor drafting amendments to item 4.	
2	Matters arising from minutes	
	It was requested that Procurement and Communications would be put on the agenda for a future meeting of the Board.	Board Secretary.
	It was requested that arrangements would be made to provide a briefing to the City and County Managers Group on the HSE organisational structure.	M. McDonald
3	CEO's Report	
	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"> - the Transformation Programme. - the Winter Initiative. - the A&E Survey. - Hospital activity, particularly A&E attendance. It was noted that there had been an increase in hospital activity in both inpatient and day cases during 2006. Information on the locations funding and usage of admissions lounges in acute hospitals was requested.	J. O'Brien
4	Finance Report	
	L. Woods joined the meeting for this item and presented the Finance Report. <p>It was noted that the end of year position is balanced on a Vote outturn basis with an estimated excess of €23.6million on accrual based accounting. This may vary if the interest on Patient Private Property Accounts has to be accrued in the final Annual Financial Statements. This is being discussed</p>	

	<p>with the C&AG.</p> <p>The fact that this is the second year in a row the Vote outturn was balanced was welcomed.</p> <p>It was noted that the base budgets for 2007 were notified to HSE service delivery units on the 11th December but that some development monies for the acute hospitals is still a matter for discussion between the NHO and the individual hospitals.</p> <p>Following discussion on the need to address the funding inequities historically in the system and to better align budgets with outturns based on activities and performance measurement it was noted that the finance resource allocation model being developed could be used to address these issues.</p>	
8	Shared Services Implementation Plan	
	<p>M. McDonald, W. Murphy, B. Kirwan, L. Stronge, S. Bresnan D. Casey and P. Smith (Accenture) joined the meeting for this item.</p> <p>M. McDonald, L. Stronge and L. Woods made presentations on the Implementation Plans for HR Shared Services, Procurement Shared Services and Finance Shared Services.</p> <p>During the discussion on these presentations concern was expressed about the governance model for the deployment strategy through the individual functions. The Board requested Management to review these governance proposals to ensure a unified and co-ordinated implementation plan. This will be considered further at the next Board meeting.</p>	CEO
7	Capital Plan 2007	
	<p>B. Gilroy and T. O'Brien joined the meeting for this item.</p> <p>National Plan for Radiation Oncology A report on the assessment of time lines and procurement options for the National Plan for Radiation Oncology was circulated.</p> <p>B Gilroy highlighted from the report that the target date of 2011 as set out in the Government decision is achievable and that discussions are ongoing with the Department of Health and Children on procurement methodologies for the building requirements. The appropriate procurement methodology for acquiring the linear accelerators and related equipment will be further considered and a report brought back to the Board.</p> <p>The Board reaffirmed its commitment to providing Radiation Oncology services as quickly as possible. It was agreed to carry on dialogue with the Department of Health and Children to continue to work on the most appropriate procurement model to meet or exceed the target date of 2011.</p> <p>Capital Plan 2007 B. Gilroy made a presentation on the Capital Plan 2007. He highlighted</p> <ul style="list-style-type: none"> • the prioritisation of Capital projects for the Vote amount of €484 million; • the replacement projects that had also been prioritised; and • a longer term Capital Strategy for Acute Hospitals, Elderly services and Primary Care. <p>It was noted that the expenditure on capital infrastructure in the Health Service would be almost €50 million per month.</p> <p>Following a discussion it was agreed to return to this item later in the year when the 10 year Strategic Capital Plan is further developed.</p>	B. Gilroy

9	Property Transactions	
	<p>Details on the following three property transactions had been circulated prior to the meeting:</p> <ol style="list-style-type: none"> 1. Disposal of a 2.5 acre site on Morning Star Avenue in North Dublin to the Legion of Mary. 2. A lease agreement with the GPs for Mallow Primary Care Centre. 3. A long term lease on Abigail House, Commons Road, Loughlinstown, Co. Dublin to a voluntary organisation. <p>Approval for the three property transactions was proposed by N. Brennan, seconded by D de Buitleir and agreed by the Board. ((Decision number: HSE/Board/01.02 (1)/2007).</p>	
6	Risk Management Framework	
	<p>E. Dunne joined the meeting for this item and made a presentation on the Risk Management Framework which had been approved by the Risk Committee of the Board. She also highlighted the functions and responsibilities of the Quality and Risk Division within the Office of the CEO and the progress made in re-organising structures and staff appointments/re-assignments for the Division through the HSE/IMPACT process.</p> <p>Following a discussion on the strategic approach to the development of Risk Management within the organisation the Risk Management Framework was noted. It was requested that the new Framework would be communicated to staff involved in Risk Management in the HSE.</p>	T. Martin
5	Consultant Contract	
	<p>G. Barry joined the meeting for this item.</p> <p>The Chairman referred to the meeting of the Board Committee on the Consultant Contract Negotiations held on 23rd January 2007. He advised that M. Scanlan and J. Cregan from the Department of Health and Children had participated at that Committee meeting. A draft position paper from Management and a paper submitted by M. McLoone were discussed at that Committee meeting.</p> <p>Following detailed discussion it was noted that work was ongoing with the Department of Health to prepare an agreed framework for a new Consultant Contract. Once this agreed framework has been finalised it will be circulated to members of the Board Committee on the Consultant Contract Negotiations. It was requested that further work would be carried out to develop the proposal submitted by M. Mc Loone.</p> <p>The Board gave support to Management to continue the talks process on the basis of no pre-conditions existing. Any issues in relation to Category 2 appointments could be revisited in the context of a satisfactory agreement on all issues.</p>	Board Secretary to circulate.
10	Service Plan Monitoring Report	
	<p>A. Doherty joined the meeting for this item.</p> <p>The 4th Quarter Report on Service Plan Monitoring 2006 as circulated was noted.</p> <p>A. Doherty circulated proposals for a revised format for Service Plan Monitoring in 2007. Following discussion it was agreed to implement the revised format for a period of three months at which stage the matter could be reviewed.</p>	A. Doherty

11	Reports from Committees of the Board	
	<p>Audit Committee.</p> <p>The Chair of the Committee N. Brennan outlined the main items of discussion at the Committee meeting on 26th January, 2007.</p> <p>These were:</p> <ul style="list-style-type: none"> • the report from the National Treasury Management Agency on banking arrangements in the HSE, • the amalgamation of existing subsidiary companies within the HSE • a proposed settlement relating to pension liabilities for certain staff at St. Patrick's Hospital, • a progress report on the preparation of the Annual Financial Statements and Appropriation Accounts 2006 and • the report of the National Director for Internal Audit. <p>Risk Committee.</p> <p>The minutes of the Risk Committee on 10th January, 2007 were noted.</p> <p>Remuneration Committee</p> <p>It was agreed to take the report of the Remuneration Committee in closed session. The Chair of the Committee Donal de Buitleir gave a report of the meeting of the Committee held on 11th January, 2007 outlining the items discussed. These were the Remuneration of the CEO; Performance Related Pay Awards Scheme and filling of Senior management posts.</p> <p>Education Training and Research Committee.</p> <p>The Committee has not met since the previous Board meeting.</p> <p>Consultant Contract Committee.</p> <p>The meeting of the Committee on 23rd January, 2007 had been discussed as part of item 5. It was agreed that the paper submitted by M. McLoone to that Committee meeting would be circulated to all Board Members.</p>	
	Any other business	
	<p>It was noted that the two day Board meeting scheduled for 1st and 2nd March had to be re-arranged for 29th and 30th March.</p> <p>The draft proposals for that meeting as outlined by the Chairman would be circulated for comment.</p> <p>The next Board meeting would be held on Friday, 2nd March, 2007.</p>	Board Secretary.

The meeting concluded at 4.30p.m.

Signed:

Date:

Liam Downey
Chairman