

Minutes of the

Health Service Executive Board meeting

3rd May, 2007

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

Apologies: M. Murphy, M. Gaffney and J. Macri.

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

Joined the meeting: L. Woods, A. Doherty, M. McDonald, Dr. P. Doorley, B. Gilroy, H. Kane, J. Saunders/M. Dove (both from Teamwork), and T. Finn.

Time & Location: HSE – EA Offices, Adelaide Road, Dublin at 8a.m.

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

Item	Discussion / Comments	Action
1	Minutes of previous meeting	
	The minutes of the meetings held on 16 th April and 19 th April, 2007 were agreed.	
2	Matters arising from minutes	
	<p>HSE Consultants Appointments Process. The Board requested Management to provide a briefing on the HSE process for Medical Consultants Appointments at the June 2007 meeting.</p> <p>Co-location of private hospitals on public sites Arising from item 1 at the meeting on 16th April 2007, J O Brien circulated a briefing note indicating how the risks identified in the Risk Analysis Matrix for the co-location project were being addressed.</p>	T. Martin
3	CEOs Report	
	<p>The new format of the CEO's report which had been circulated prior to the meeting was noted. The CEO spoke to the report. The following items were discussed in particular.</p> <ul style="list-style-type: none"> • The Nurses dispute. • Progress on the Transformation Programme. • The Consultant Contract Negotiations. • Out of hours social work care services. <p>L. McGuinness informed the meeting that a National Group had been established in October 2006 to look at the requirements for out of hours social care services. This Group is due to report by the end of May 2007 and the report will be brought to the Board when it has been considered by Management.</p>	L. McGuinness
4	Performance Monitoring Report	
	<p>A. Doherty, L. Woods and M. McDonald joined the meeting for discussion of this item.</p> <p>Three separate reports had been circulated prior to the meeting :- the</p>	

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	<p>Performance Monitoring Report March 2007, the Quarterly Report on Service Plan deliverables January to March 2007 and the Quarterly Indicator/Measures Report January to March 2007.</p> <p>A Doherty presented the summary highlights from these reports and following discussion the reports were noted.</p> <p>In relation to the HR data in the Performance Monitoring Report M. McDonald informed the meeting that the new employment ceiling incorporates an adjustment for full reporting of some posts which, with the agreement of the Department of Health and Children, had not previously been included. The actual numbers in those posts will be included in HR monthly reports from March 2007 onwards. This is likely to show a significant spike in reported WTEs at the end of March 2007.</p> <p>The Board requested that a progress report would be provided at the June meeting on the implementation of the employment control framework.</p>	M. Mc Donald.
5	Finance Report	
	<p>L. Woods presented the Finance Report for March 2007. This report showed expenditure of €3.058 billion against a year to date budget of €2.932 billion.</p> <p>L. Woods advised that, given the level of development yet to be implemented, the overall expenditure level in the first quarter is concerning particularly expenditure by the National Hospitals Office. J. O'Brien (NHO) advised that he has regular meetings with the CEOs of all hospitals and Hospital Network Managers to ensure they remain within budget.</p> <p>Following discussion L. Woods confirmed that the end of year breakeven position was still on target.</p> <p>It was noted that dialogue with the Department of Health and Children on the Financial position is ongoing and that Management had measures in place to address current overruns and had set targets for the end of the year to ensure a balanced financial outturn.</p> <p>The Board requested that a quarterly report would be provided on the monitoring of expenditure in the Capital Plan.</p> <p>Adjustments made to the Annual Financial Statements 2006</p> <p>L. Woods brought to the attention of the Board two adjustments made to the Annual Financial Statements 2006 since they had been approved by the Board. The adjustments relate to:</p> <ul style="list-style-type: none"> a) a movement of funding from revenue to capital in relation to Ambulance Services and b) a transaction reversal. <p>Accordingly the deficit on the income and expenditure account had moved from €64 million to €78 million.</p> <p>The Board requested the Director of Finance to circulate a briefing paper on these adjustments and the matter would be further considered at the next Audit Committee meeting.</p> <p>It was noted that the Annual Financial Statements are with the C&AGs Office for final approval which is expected by the 10th May.</p>	<p>L. Woods</p> <p>Woods/Audit Committee</p>
6	Estimates Process	
	<p>A briefing note setting out the timelines for preparation of the estimates had been circulated prior to the meeting.</p> <p>A. Doherty informed the meeting that it is expected the Management</p>	

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	Team will consider the draft estimates in May, 2007 and the final draft will be provided to the Board for the June, 2007 meeting.	A. Doherty
8	Laboratory Services Review	
	<p>T. Finn and J. Saunders/M. Dove (both from Teamwork) joined the meeting for the discussion of this item.</p> <p>T. Finn introduced this item and outlined the work of the Review Group on Laboratory Services.</p> <p>J. Saunders and M. Dove then presented the key findings of the Report to the Board. The Report proposes a new system of service delivery for laboratory medicine services designed to create a single Health Service Executive framework for all the health-related laboratory services in Ireland. The new system provides for dedicated automated processing capacity in up to three new laboratories and increased use of local and acute hospitals point-of-care testing, convenient for patients. The recommendations in the report are patient centred and build upon recognised international practice to raise the quality of patient care and safety.</p> <p>The Board endorsed the strategic direction set out in the Report as a basis for moving forward. The implementation plan set out in the Report would now be progressed by Management.</p>	
9	Cardiac/Renal Project Group, Cork University Hospital	
	<p>P. Doorley and B. Gilroy joined the meeting for this item.</p> <p>P. Doorley circulated a presentation to the Board. He informed the meeting that the project was developed in response to National and Local strategies and the requirements identified in the statement of need for cardiology services in the region. The proposal is to transfer existing services from Cork University Hospital, South Infirmary, Victoria University Hospital and Mercy Hospital on a budget neutral basis to the new cardiac unit. This will create increased theatre and bed capacity in the Cork University Campus.</p> <p>B. Gilroy informed the meeting that the Capital Costs in the project involve expenditure around €50 million over three years. Tenders for construction of the new facilities have been received and provision has been made in the Capital Allocation under the NDP for the commencement of the construction phase of the project.</p> <p>The proposal for the development of the new cardiac renal unit on the grounds of Cork University Hospital was proposed by M. McLoone, seconded by A. Scott and agreed. (Decision number; HSE/Board/19.04/(09)/2007).</p>	
10	Orthodontic Review Group Report	
	<p>H. Kane joined the meeting for this item and circulated a presentation to the Board which was discussed.</p> <p>He highlighted that the Orthodontic Review Group had conducted an analysis of the HSE's existing Orthodontic delivery structure and capacity and had reviewed the recommendations contained in the Joint Oireachtas Committee Reports on the Orthodontic Service in Ireland. The recommendations of the Review Group had been accepted by HSE Management and were now being implemented by the PCCC Directorate.</p> <p>The Board noted the report and welcomed the presentation.</p>	
7	Annual Report from the Regional Health Forums	

	<p>T. Martin introduced this item and spoke to the Annual Report which had been circulated previously. This report summarised the meetings of the Regional health forums and listed issues raised at the meetings.</p> <p>Following discussion a number of comments were made on the content of the Report .The Board requested that the Report would be amended to include the action taken by Management on the issues raised at the Forums and the costs associated with the administration of the Forums.</p> <p>The Report was welcomed and noted.</p>	T. Martin
11	Framework Agreement between the Ministry of Health, Grenada and the HSE	
	<p>The CEO informed the Board that it was proposed to sign a framework of co-operation/memorandum of agreement between the Department of Health in Grenada and the HSE This initiative arises from a number of meetings between the Minister and officials from the Department of Health and Children, the HSE and the Ministry for Health in Grenada and will provide support for cancer services in Grenada and its surrounding islands in the Caribbean.</p> <p>Support for health services in the developing world</p> <p>The CEO also informed the Board of an initiative being progressed in the HSE around the potential capacity of the organisation to support health services in the developing world. An initial step is to create a register of individuals within the organisation who would be experienced in working with developing world countries and who would potentially like to contribute to any future initiative by the HSE in this area.</p> <p>The Board noted and supported these two initiatives.</p>	
12	Reports from Committees of the Board	
	There had been no meetings of Board Committees since the last Board Meeting.	
13	Any other business	
	<p>The Chairman advised the Board he had raised the issue of Ministerial approval for the HSE Code of Governance with the Secretary General in the Department of Health and Children and it is expected that a response will be issued shortly.</p> <p>The CEO mentioned that the Acute Hospitals Bed Dependency Review report is being finalised and will come to the Board for its consideration at its next meeting.</p>	CEO

The meeting concluded at 1.05p.m.

Signed:

Date:

Liam Downey
Chairman