

Minutes of the meeting of the
Health Service Executive Board
 on
5th July, 2007

- Members present:** L. Downey (Chair), B. Drumm, (CEO), D. de Buitleur, PJ. Fitzpatrick, M. Gaffney, M. McLoone, M. Murphy, N. Brennan and J. Murray
- Apologies:** J. Macri, E. McCague and A. Scott.
- Attendees:** T. Martin, L. McGuinness, M. McDonald and D. Purcell (Board Secretary).
- Joined the meeting:** M. Fagan, T. Finn, B. Gilroy, T. O'Brien, N. Mullvihill, S. Mulvaney, M. Gorry, L. Stronge and P. Smyth.
 N. Rice, E. Monro, M. Cherry (Grant, Farrell, Sparks).
 K. Feeney (A&L Goodbody).
- Time & Location:** Dublin North East Local Health Office, Ballymun, 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	
	Amendments were proposed and agreed to items 3 and 6 of the minutes of the previous meeting. The draft minutes as amended were agreed.	
2	Matters arising from minutes	
	The action points from the previous meeting as circulated were reviewed and noted.	
3	CEO's Report	
	<p>The CEO spoke to his monthly report which had been circulated prior to the meeting.</p> <p>In particular he mentioned the following items:</p> <ul style="list-style-type: none"> • The National Paediatric Hospital Stakeholder Engagement event held on the 28th and 29th June, 2007 and the appointment of Mr Philip Lynch as Chair of the National Paediatric Hospital Development Board. A discussion took place in relation to Paediatric Services and the need to consolidate Paediatric Services at secondary care level. • Consultant Contract Talks - The CEO informed the meeting that he had written to the Chairman of the Talks confirming the HSE's agreement to re-enter the talks as proposed by the Chairman and that Gerard Barry, John O'Brien and Patricia Sullivan, (General Manager, Waterford Regional Hospital) are to be appointed to the HSE's negotiation team. A meeting of the Board's Committee on Consultants' Contract Negotiations will be arranged as early as possible to provide a progress/update report to the Committee. • The CEO informed the meeting that Stephen Mulvaney, Assistant National Director, had been appointed as project manager for the Transformation Programme entitled "Services configuration implementation- North East Transformation Plan". • The CEO informed the Board that post the nursing dispute he held 	Board Secretary

	<p>an appreciative inquiry with key stakeholders (network managers, nurses, HR personnel etc) to gather actions for the organisation arising from the dispute. He also informed the Board that he had addressed the Annual general meeting of the Association of CEO's of Voluntary Hospitals.</p> <p>Following discussion the report was noted.</p>	
4	Performance Monitoring Report May, 2007	
	<p>M. Fagan joined the meeting for the discussion of this item.</p> <p>The Performance Monitoring Report May 2007, which had been circulated prior to the meeting, was discussed. The financial results for May 2007 showed total expenditure of €5.227bn against the year to date budget of €5.059bn. M. Fagan advised the meeting that the financial situation remains difficult particularly in the NHO which has a remaining potential deficit of €173m to year end.</p> <p>The CEO advised that he will be taking the necessary action to achieve breakeven by year end. These actions will be monitored through the Executive's control process and reported to the Board in September 2007</p> <p>In relation to the HR data, M. McDonald advised the meeting that all senior managers had been requested to submit proposals to ensure compliance with approved employment ceilings to the year end.</p> <p>Following discussion, the Board noted that controls are in place to ensure tight monitoring of expenditure and employment figures to year end and that a Report on actions to ensure employment numbers and expenditure is maintained in line with the overall employment ceiling and approved budget levels will be available for the September 2007 meeting.</p>	<p>CEO to report to Board in September 2007</p>
6	Approval of Bids for Co-location of Private Hospitals on Public Hospital Sites	
	<p>T. Finn, N. Rice, E. Monro, M. Cherry (Farrell, Grant, Sparks) and K. Feeney (A&L Goodbody) joined the meeting for the discussion of this item.</p> <p>T. Finn provided an update on the actions taken since the discussion of this matter at the June 2007 Board Meeting. These actions included a VFM appraisal conducted by the National Development Finance Agency, preparation of a memorandum for the information of Government setting out the present position of the project and an additional evaluation to verify that preferred bidders for multiple sites have the necessary resources to deliver the co-location hospitals on multiple sites.</p> <p>A presentation was then made to the Board by the advisors from FGS outlining</p> <ul style="list-style-type: none"> • The bidders for the individual hospital sites. • The Bid Evaluations Process. • VFM Benefits of Co-location to the Exchequer. • Actions taken on the issues raised at the June 2007 Board meeting. • The preferred bidders being recommended which are: <ol style="list-style-type: none"> 1. Cork University Hospital – Beacon Medical Group 2. St. James's Hospital – Synchrony 3. Sligo – Mount Carmel Medical 4. Beaumont Hospital – Beacon Medical Group 5. Waterford Regional Hospital – Bon Secours 6. Midwestern Regional Hospital – Beacon Medical Group <p>Arising from a discussion on the completion of contracts, the Legal Advisors confirmed the HSE will be entering into contractual arrangements with the preferred bidders for the Statutory hospital sites. The Boards of St. James's</p>	

	<p>and Beaumont will complete the contracts for their individual sites.</p> <p>The Advisors also informed the meeting that the Boards of these Voluntary hospitals had approved the preferred bidders for their sites.</p> <p>The Board noted that, as contracting authority, there was no contractual commitment to transfer private patients from public facilities to the private hospitals.</p> <p>The approval of the procurement process and the adoption of the preferred bidders for HSE sites was proposed by L. Downey and seconded by PJ Fitzpatrick and agreed by the Board. (Board Decision No. 05.07 (10)/2007).</p> <p>It was agreed that the HSE should write to Beaumont and St. James's Hospitals informing them of the decision made.</p>	CEO/T. Finn
7	Property Transaction Approvals	
	<p>B. Gilroy joined the meeting for the discussion of this item.</p> <p>Dingle Community Hospital, Kerry:</p> <p>Acceptance of the tender for the construction of the Community Hospital was proposed by D. de Buitelir and seconded by N. Brennan and approved (Board Decision No. 05.07(11)/2007).</p> <p>Transfer of lands under the Affordable Housing Scheme:</p> <p>B. Gilroy spoke to briefing note which had been circulated prior to the meeting on the lands set out for transfer under the Affordable Housing Initiative Scheme It was noted that 1,400 housing units were to be provided on HSE lands under the Government Scheme.</p> <p>Following discussion, the transfer of the lands in the HSE areas identified under the Affordable Housing Scheme was proposed by M. Gaffney and seconded by J. Murray and approved (Board Decision No. 05.07(12)/2007).</p> <p>Purchase of Merchants building, Model Farm Road, Cork.</p> <p>M. Murphy left the meeting for consideration of this item.</p> <p>B. Gilroy informed the meeting of the proposal to purchase the Merchants Building in Cork from the IDA to centralise staff currently accommodated in leased premises in a number of different locations. It was noted that the purchase of the building could be self financing over a period as the leases on existing premises occupied by these staff would be relinquished.</p> <p>The acquisition of this building was proposed by M. McLoone and seconded by J. Murray and approved (Board Decision No. 05.07. (13)/2007).</p>	
11	Presentations from Local Health Office on Operation of D Doc Out of Hours GP Service and the Primary Care Team	
	<p>T. O'Brien and N. Mulvihill and other members of the Ballymun Primary Care Team joined the meeting and made presentations on the operation of the D-Doc, the Out of Hours GP service in North Dublin and on the work of the Primary Care Team.</p> <p>Following discussion the Board noted and welcomed the presentations.</p>	
5	Patient Private Property Accounts 2006	
	<p>S. Mulvaney joined the meeting for consideration of this item and introduced the Patient Private Property (PPP) Accounts 2006. The Board noted that these Accounts had been considered by the Audit Committee which recommended them to the Board for approval.</p>	

	<p>Following discussion, the adoption of the PPP Accounts 2006 was proposed by N. Brennan and seconded by D. de Buitelir and approved (Board Decision No. 05.07 (14).2007).</p> <p>It was noted that the Accounts would now be sent to the Comptroller and Auditor General for Audit.</p>	S. Mulvaney
8	Human Resources Business Systems (HRBS) - Progress Report	
	<p>S. Mulvaney and M. Gorry joined the meeting for consideration of this item.</p> <p>M. McDonald introduced this item and then S. Mulvaney made a presentation to the Board setting out the progress made in relation to the HRBS project since it was last considered by the Board in January 2007. This progress report included an update on the decision taken to stand down and redeploy the remaining national and local project teams previously involved with PPARS and transition plans to create operational teams nationally and at area level to manage the next steps in the HRBS project.</p> <p>S. Mulvaney said the next steps would include the initiation of the external approval process which requires the Department of Health and Children and Department of Finance (CMOD) approval following a formal Peer Review process.</p> <p>The Board provided feedback and agreed that a single comprehensive HR system was required for the HSE. It also accepted and endorsed the position that the detailed management proposals should now be subject to Peer Review as a matter of urgency. The outcome and recommendations from the Peer Review process should then come back to the Board for further review and decision.</p>	M. Mc Donald
9	Development of a Communications Strategy	
	It was agreed to defer consideration of this item until the September 2007 meeting.	
12	Monthly report on Consultant Appointments	
	<p>T. Martin introduced the report on proposed Consultant Appointments. He informed the meeting that recommendations had been made for eight additional and eight replacement posts since 18th April, 2007.</p> <p>The Board noted the Report and made some suggested changes to the format which would be incorporated into future reports.</p>	T Martin.
10	Procurement Strategy	
	<p>L. Stronge and P. Smyth joined the meeting for the discussion of this item.</p> <p>They made a joint presentation to the Board setting out the Procurement Strategy which highlighted that the Procurement Transformation Programme will establish three delivery streams, Portfolio and Category Management, Logistics and Inventory Management and Procurement Shared Services.</p> <p>Following discussion the Board noted the presentation and requested that a quarterly report on implementation of the Strategy (including the financial expenditure) would be provided to the Board.</p>	L. Stronge
13	Term of Office for Board Members	
	The Chairman updated Board Members in relation to the requirement in the Health Act 2004 that five Members of the Board would have to be selected to serve a three year term due to expire at 31/12/07. It was agreed that this matter would be considered further at the September 2007 Board meeting.	Chairman/ Secretary
14.	Reports from Committees of the Board	
	Audit Committee Meeting on 28th June, 2007.	

	<p>The Chair of the Audit Committee, Professor N. Brennan, reported to the Board on the issues discussed at the Audit Committee Meeting held on 28th June, 2007. She mentioned in particular the schedule of property transactions considered at the meeting and the issues raised in the management letter from the C&AG in relation to the 2006 Accounts.</p> <p>Remuneration Committee.</p> <p>The Secretary to the Remuneration Committee informed the Board that the Procurement Process to engage a consultant to provide professional assistance with the Board's annual review of performance is being progressed. It is expected the review would be carried out during the month of September 2007.</p>	
15	Any Other Business	
	<p>The death of the mother of Minister Mary Harney was noted and the Chairman was requested to send a letter of sympathy to the Minister on behalf of the Board.</p>	

The meeting concluded at 3.50p.m.

Signed:

Date:

Liam Downey,
Chairman
