

Minutes of the meeting of the
Health Service Executive Board
 on
6th September, 2007

- Members present:** L. Downey (Chair), B. Drumm, (CEO), D. de Buitléir, P.J. Fitzpatrick, M. Gaffney, M. McLoone, M. Murphy, J. Macri, E. McCague and A. Scott.
- Apologies:** N.Brennan and J. Murray
- Attendees:** T. Martin, L. McGuinness and D. Purcell (Board Secretary).
- Joined the meeting:** L. Woods, M. McDonald, B. Gilroy, C. Campbell, M. Lynott, D. Mc Callion and J. Lennon.
 P. Pieriotti and S. Ryan from PA Consulting also joined the meeting.
- Time & Location:** HSE – Employers Agency Building, Adelaide Road 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 minute of the meeting held on 5 th July, 2007 was agreed.	
2	Matters arising from minutes	
	The action points from the previous meeting 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>The following items were discussed in particular:</p> <ul style="list-style-type: none"> • The CEO's staff meetings in the 4 HSE Administrative areas. • The investment of more than €10m to create 60 new consultant posts under the 100 Plus programme in hospitals with high performing Emergency Departments. • Progress being made by the Clinicians in Management Working Group. • Rollout of Pharmaceutical Cost Saving Initiatives - E. McCague left the meeting for the discussion of this item. <p>Following the discussion the CEO's report was noted.</p>	
4	Performance Monitoring Report July, 2007	
	<p>L. Woods and M. McDonald joined the meeting for the discussion of this item.</p> <p>Finance Report L. Woods spoke to the Financial Report for July 2007 which had been circulated as part of the Performance Monitoring Report. The report showed</p>	

	<p>total expenditure of €7.421bn against the year to date budget of €7.175bn.</p> <p>The CEO advised the Board that considerable challenges remain to ensure breakeven on the Vote in 2007. The level of expenditure which has been spent in the first seven months of the financial year could not continue. In light of this management had put in place the Financial Breakeven Strategy which had been circulated prior to the meeting.</p> <p>The Financial Breakeven Strategy was then discussed in detail. It was noted that the cost containment measures in the strategy are designed to ensure that all non direct costs/discretionary spending is minimized to year end and that existing front line services will continue to be delivered in line with Service Plan targets.</p> <p>As part of the strategy, management had decided to suspend recruitment, initially for the month of September, pending review of the breakeven action plan in early October. The CEO confirmed that the monthly control process which has been in place throughout the year will continue to be the primary focus for monitoring delivery of this breakeven strategy. Management will meet as required to review progress and to take any necessary corrective action. The matter will be reviewed again at the October 2007 Board meeting.</p> <p>The Board also discussed the need to move forward to a new resourcing allocation system in the medium term. The Board noted that HSE management are having ongoing discussions with the Department of Health and Children and the Department of Finance on the restructuring of financial allocations and new resourcing models. A progress report on this work will be provided to the Board at a future meeting.</p> <p>HR Report M. Mc Donald spoke to the HR Report which had been circulated as part of the Performance Monitoring Report. He outlined the employment control strategy in place to ensure compliance with the employment ceiling to year end.</p> <p>He informed the meeting that a number of issues in relation to the employment ceiling are being discussed by the Joint Department of Health and Children/Department of Finance/HSE Employment Control Monitoring Committee. These include the double counting impact of maternity leave cover and the impact of the inclusion of full student nursing numbers in the overall ceiling numbers.</p> <p>Following discussion the Board noted the Performance Monitoring report for July 2007 including the Financial Breakeven Strategy and the Employment Control Strategy update.</p>	<p>L. Woods</p>
<p>5</p>	<p>Approval of Hepatitis C Insurance Scheme</p>	
	<p>L. Woods introduced this item and spoke to the report which had been circulated prior to the meeting.</p> <p>He advised the Board that the Hepatitis C Compensation (Amendment) Act 2006 provided for the establishment of an insurance scheme for persons with State acquired Hepatitis C and or HIV. Section 3 of the Act vests responsibility with the HSE for the implementation and operation of the scheme. He advised that a financial commitment in the order of €100m from the HSE over the lifetime of the scheme was involved. The approval of the scheme was proposed by D. de Buitléir and seconded by A. Scott and approved by the Board (Board Decision No. 06.09. (14)/2007).</p>	
<p>6</p>	<p>Project Approval/Property Transaction</p>	
	<p>B. Gilroy and C. Campbell joined the meeting for the discussion of this item. C. Campbell was recently appointed as Assistant National Director for</p>	

	<p>Property within the Estates Directorate.</p> <p>B. Gilroy outlined some of the priority areas that Mr. Campbell will be progressing. These include a review of the protocol on property acquisitions and disposals, the establishment of a property assets register and the provision of a six monthly report to the Board on property transactions and project approvals. These priority areas will be developed through the Audit Committee and will come back to the Board when they have been finalised.</p> <p>1. Bloomfield Care Centre Project</p> <p>B. Gilroy outlined the details of the project which is to develop Bloomfield Care Centre as a specialist centre for care of dementia by the addition of a 77 bed extended care and respite facility . The HSE is proposing to invest €17m with Bloomfield Care Centre for the building and use by the HSE of 62 extended care beds within the site. Approval for this proposal was proposed by M. Gaffney and seconded by D. de Buitleir and agreed by the Board. (Board Decision No. 06.09.(15)/2007)</p> <p>2. Development of 60 bed residential complex at St. Ita's Hospital, Portrane.</p> <p>B. Gilroy outlined the details of this project which is to build a 60 bed residential bungalow complex with a day service facility and an autism day centre in St. Ita's Hospital. The approval to award the contract for the construction of this project to P. Rogers and Co. was proposed by J. Macri and seconded by A. Scott and agreed by the Board. (Board Decision No. 06.09. (16)/2007).</p> <p>3. Redevelopment of St. Michael's Estate, Inchore including Inchore Health Centre.</p> <p>B. Gilroy advised the Board that the HSE was approached by Dublin City Council (DCC) in relation to the relocation of existing Health Centre to a new site to facilitate the Council's regeneration project. The proposal is to swap the current Health Centre site of a half acre for a DCC site of one acre. Approval for this proposal was proposed by M. Murphy and seconded by A. Scott and agreed by the Board. (Board Decision No. 06.09. (17)/2007).</p>	B. Gilroy/C Campbell
7	National Plan for Radiation Oncology	
	<p>A letter dated 1st August, 2007 from the Secretary General, Department of Health and Children had been circulated prior to the meeting. This letter confirmed that the procurement of the National Plan for Radiation Oncology (NPRO) should be delivered through PPP. A reply to the letter, setting out a delivery plan for the NPRO based on PPP procurement, including timelines for the delivery of the extra capacity, was being prepared by management and this would be brought back to the Board when finalised.</p>	B. Gilroy/J. O Brien
8	Bed Capacity Review Report	
	<p>The Report from PA Consulting, who had been commissioned to undertake a review of acute bed capacity, was circulated at the meeting.</p> <p>M. Lynott and representatives from PA Consulting, Mr. Paul Pierotti and Ms Sheila Ryan, joined the meeting and made a presentation on the review setting out the methodology used, the consultations and key findings.</p> <p>A discussion then followed on the options, opportunities and challenges in developing the right balance for patients between inpatient acute beds, day case beds and community based care including long stay beds to deliver more accessible health services configured locally round patients.</p> <p>Following the discussion the Board noted that the review will be receiving</p>	

	<p>ongoing consideration by Management in the context of the HSE's 2007-2010 Transformation Programme which is focused on rebalancing health care delivery towards the community.</p> <p>The CEO informed the Board that a presentation on the report had been made to the Minister for Health and Children and that it would be on the agenda for the next Cabinet Committee on Health.</p>	
11	Term of Office for Board Members	
	<p>In accordance with the provisions in the Health Act 2004 relating to the term of office for Board Members a lottery was conducted to determine the five members of the Board who would hold office for a three year term, due to expire at 31 December 2007, and those who would complete a five year term. Following the lottery the Chairman agreed to write to the Minister to advise her of the outcome.</p>	Chairman
9	Development of ICT Strategy Progress Report	
	<p>D. Mc Callion joined the meeting for consideration of this item.</p> <p>He informed the Board that a review of the current state of ICT within HSE had been completed and as a result a number of major project initiatives were identified and these are being progressed. A new ICT organisational structure for the unitary HSE was also being finalised. He provided an update on the project to develop an ICT Strategy for the HSE which will set out the vision and the direction for ICT and provide a coherent context for future ICT initiatives.</p> <p>The Board noted that the development of the ICT Strategy will be completed by the end of November 2007 at which stage a further update will be provided to the Board.</p>	D McCallion
12	Reports from Board Committees	
	<p>Risk Committee</p> <p>The Chair of the Risk Committee A. Scott provided a report to the Board on the meeting of the Risk Committee held on the 29th August, 2007. She mentioned in particular the discussion at the Committee on the development of the HSE Risk Framework. It was noted that following discussion at the Committee meeting the Risk Framework is to be considered further by management and will come to the Board for consideration at a future meeting.</p> <p>A. Scott also provided an update on changes in membership of the Committee. Mr Bill Bergin had agreed to become an external member of the Risk Committee and PJ Fitzpatrick had been appointed to the Committee. M. McLoone and M. Murphy had informed the Chairman that they could not continue to serve on the Committee due to time constraints.</p> <p>Remuneration Committee</p> <p>The Chair of the Remuneration Committee D. de Buitléir informed the Board that three tenders had been received to provide professional support on the Board Review project and that a subgroup of the Remuneration Committee would now proceed to select the successful tender.</p> <p>He also advised the Board that the recruitment process for a National Director of Human Resources had commenced and the advertising campaign was expected to be in place in the coming weeks.</p> <p>Education Training and Research Committee.</p> <p>The Chair of the Committee M. Murphy provided an update to the Board on</p>	Committee Chair/T. Martin

	the meeting of the Committee on Wednesday, 5 th September, 2007. The Committee had discussed a report from management in relation to structures and organisational arrangements for delivery of the HSE's statutory responsibility in relation to Medical Education, Training and Research. It was noted that following discussion at the Committee meeting the report is to be considered further by management and will come to the Board for consideration at a future meeting.	Committee Chair/T. Martin
10	Development of a Communication Strategy - Progress Report	
	<p>J. Lennon joined the meeting for the discussion of this item.</p> <p>He provided a presentation to the Board on the organisational structures for the Communications Unit, the communication challenges faced by the HSE, and the action plan and timeframe for the development of the Communications Strategy.</p> <p>Following discussion and feedback from Board Members the progress report was noted. The Communications Strategy will be discussed again by the Board when it has been finalised by management.</p>	J. Lennon.

The meeting concluded at 2.35p.m.

Signed:

Date:

Liam Downey
Chairman
