

Minutes of the meeting of the

**Health Service Executive Board**

on

**Thursday, 14<sup>th</sup> May 2009**

- Members present:** L. Downey (Chairman), B. Drumm (CEO), N. Brennan\*, D. de Buitleur, P. Farrell, P.J. Fitzpatrick, M. Gaffney, E. McCague, J. Mooney, W. O'Reilly, D. Power and A. Scott. \*(participated by teleconference).
- Apologies:** None
- Attendees:** D. Purcell (Secretary to the Board)
- Joined the meeting:** S. McGrath, L. McGuinness. A. Doherty, J. Carolan, L. Woods, B. Gilroy, P. Doorley, K. Kelliher and G. Maguire
- Time & Location:** HSE-EA Offices, Adelaide Road, Dublin at 8am

*At the start of the meeting, the Chairman welcomed Dr. Dermot Power who has been appointed by the Minister for Health & Children as a new member to the Board to replace Dr. Michael Murphy.*

Item	Discussion / Comments	Action
<b>1 Minutes of the previous meetings</b>		
	The minutes of the Board meetings held on 9 <sup>th</sup> April 2009 and 30 <sup>th</sup> April 2009 were agreed.	
<b>2 Matters arising from minutes and Review of Action Points</b>		
	The action points from the previous meeting were reviewed and noted. No matters were arising.	
<b>3 Report from CEO</b>		
	<p>The CEO spoke to his monthly report to the Board. He reported, in particular, on the following items;</p> <ul style="list-style-type: none"> <li>the medium-term planning process which had been commenced by the HSE management. The Board welcomed the commencement of this process and requested that a report on the outcome of the management process be on the agenda for consideration at the Board meeting in June 2009.</li> <li>the correspondence dated 23<sup>rd</sup> March 2009 from the Department of Health &amp; Children relating to the interpretation of the 1991 eligibility regulations in relation to consultants with a Type A contract charging patients with private health insurance. The Board noted discussions are ongoing with the Department on this issue;</li> <li>the acute hospitals reconfiguration project in the Mid-West and the meeting with Oireachtas members from the south and the mid-west areas on the 13<sup>th</sup> May 2009; and</li> <li>the issues considered at the meeting on the 29<sup>th</sup> April 2009 of the Cabinet Committee on Health and Children and at the Public Accounts Committee on 9<sup>th</sup> May 2009.</li> </ul> <p>The CEO also provided a verbal report to the committee on the Monageer inquiry report.</p> <p>Following a discussion the report from the CEO was noted.</p>	Agenda item for June 09 meeting
<b>4 Reports from Committees of the Board</b>		

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	<p><b>Audit Committee meeting on 24<sup>th</sup> April 2009</b> N. Brennan and J. Mooney reported to the Board on the issues considered at the Audit Committee meeting on 24<sup>th</sup> April 2009: in particular, that the committee had considered the control of the high-tech drug scheme as operated by the Primary Care Reimbursement Service; management updates in relation to the completion of phase 2 of the National Financial Regulations; implementation of recommendations in the National Treasury Management Agency report; the amalgamation of existing subsidiary companies into the HSE; the Ministerial Expert Group on resource allocation and financing of the health sector; the implementation of the recommendations in the report carried out by M. Torpey on the review of financial controls within the HSE; and the report on the review of the effectiveness of the system of internal financial control within the HSE.</p> <p><b>Joint Audit / Risk Committee meeting on 24<sup>th</sup> April 2009</b> Prof. Anne Scott reported on the joint meeting of the Audit and Risk committees which was held on the 24<sup>th</sup> April 2009. She reported the purpose of holding a joint meeting of both committees is to have in place a structure to ensure appropriate liaison between both committees. The meeting had considered, in particular, arrangements at Committee and management level to ensure integrated implementation of outputs from both committees, particularly the audit of the corporate risk register to be conducted jointly by the Internal Audit Directorate and the Quality &amp; Risk Directorate.</p> <p><b>Risk Committee Meeting on the 24<sup>th</sup> April 2009</b> Prof. Anne Scott, Chairman of the Risk Committee, reported on the meeting of the committee held on the 24<sup>th</sup> April 2009. She reported, in particular, that the committee had considered a draft national protocol on the development of business continuity plans to ensure that the HSE has in place, both at national and local level, plans to be activated during internal and/or external emergencies; and an update from the Office of Quality &amp; Risk on the activities of the quality and risk division particularly progress of the health care audit programme.</p> <p><b>Remuneration and Organisation Committee meeting on 1<sup>st</sup> May 2009</b> The report from this Committee meeting was taken under item 5 – organisation changes.</p> <p><b>Risk Committee Meeting on 11<sup>th</sup> May 2009</b> Prof. Anne Scott, Chairman of the Risk Committee, reported on the meeting of the committee held on the 11<sup>th</sup> May, 2009. She mentioned, in particular, the update provided by the HR Directorate on the management of quality and risk within that Directorate including the revised procedural arrangements for the recruitment and selection of locum and temporary medical consultants.</p> <p>The reports from the Committees were then noted.</p>	
<b>5</b>	<b>Organisation Changes</b>	
	<p>S. McGrath joined the meeting for consideration of this item.</p> <p>D. de Buitelir, Chairman of the Remuneration and Organisation Committee, reported to the Board on the Committee meeting held on 1<sup>st</sup> May 2009 which the CEO and the Secretary-General of the Department of Health &amp; Children had attended. The interim organisation changes, as set out in the briefing paper circulated to the Board prior to the meeting, had been agreed at that Committee meeting and subsequently notified by the Secretary General to the Minister for Health &amp; Children and Department of Finance. The CEO had also communicated the changes internally within the HSE.</p>	

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	<p>S. McGrath outlined the details of the organisational changes to be put in place at national and regional/local levels. Following a discussion of the changes, the Board endorsed the organisation changes and noted that the Remuneration and Organisation Committee will continue to engage with management to put in place the final organisational structures.</p>	<p>Management to engage with R&amp;O Committee to finalise structures</p>
<b>6 Performance Report - March 2009</b>		
	<p>L. McGuinness, A. Doherty, L. Woods, J. Carolan joined the meeting for consideration of this item and Sean McGrath remained in attendance.</p> <p><b>Items 6.1 and 6.2 - Performance Report March 2009 and Vote Return April 2009</b></p> <p>L. Woods reported to the Board on the activity and employment levels and financial position at the end of March 2009 as set out in the Performance report and in the Vote Expenditure Return at the 30<sup>th</sup> April 2009 which had been circulated prior to the meeting.</p> <p>A. Doherty and L. McGuinness reported on the corrective measures in place within the NHO and PCCC Directorates to achieve break-even by year end and confirmed that the emphasis on budgetary management will be sustained at all levels in the system.</p> <p><b>Item 6.3 - Revised Estimates Volume 2009 and letter from the Minister dated 23<sup>rd</sup> April 2009:</b></p> <p>The Board considered the response from the Minister for Health and Children dated 23<sup>rd</sup> April 2009 to the proposed amendment to the HSE National Service Plan 2009 and the briefing papers on this item, circulated prior to the meeting, which provided an update on the 2009 finances and IR issues.</p> <p>L. Woods briefed the Board on the changes in the HSE 2009 Vote figures following the recent publication of the Revised Estimates Volume (REV) and also the measures set out in the letter from the Minister that address the financial pressures arising since the Service Plan was finalised.</p> <p>The Board welcomed the measures set out in the letter from the Minister and the additional monies provided in the supplementary budget and noted that these additional measures remove the need to amend the activity targets set in the National Service Plan.</p> <p>The Board also noted that achieving the reductions in non core pay as set out in the Service Plan and the other additional cost containment measures required to break even by year end will be challenging. Progress on this will be kept under review by management in close co-operation with the Department and a further report will be provided at the June 2009 Board meeting.</p>	<p>Item for June 09 Board meeting</p>
<b>7 Property Transactions</b>		
	<p>B. Gilroy joined the meeting for consideration of this item. He spoke to the briefing papers, circulated prior to the meeting on the property transactions listed below which require formal Board approval as the transactions were being made for nominal value.</p> <ol style="list-style-type: none"> <li>(1) The acquisition of a site at Mulladuff, Smithborough, Co. Monaghan from Monaghan County Council for the construction of a health centre.</li> <li>(2) Provision of a long-term lease to County Wexford Community Workshop for the construction of a pre-school facility for children with special needs on a HSE site at New Houghton Hospital, New Ross, Co. Wexford.</li> </ol>	

Item	Discussion / Comments	Action
	<p>(3) Provision of a long-term lease to Raheen Hospital Support Group to develop a sheltered housing scheme on lands adjacent to Raheen District Hospital.</p> <p>(4) The acquisition of a permanent wayleave over HSE lands at Erkina House, Rathdowney, by Laois County Council, for the construction of town water mains.</p> <p>(5) Finalisation of the provision of a wayleave over property at HSE lands at Pettitswood, Mullingar, Co. Westmeath.</p> <p>Approval for the property transactions was proposed by P.J. Fitzpatrick, seconded by P. Farrell and agreed by the Board (<b>HSE Board Decision No. (14.05 (13)/2009</b>).</p>	
<b>8</b>	<b>Capital Plan - update</b>	
	<p>B. Gilroy tabled a paper at the meeting outlining the revised capital budget available from 2009 - 2012 as provided in the April 2009 supplementary budget.</p> <p>He outlined the ongoing contractual commitments in place for 2009, 2010 and 2011 and reported that to take account of the reduction in capital funding a review of the projects on the draft capital plan will be conducted by the NHO and PCCC by the end of May 2009 and a revised capital plan for 2009 will be submitted to the Department of Health and Children for approval.</p> <p>B. Gilroy also reported to the Board on the dialogue that is ongoing with the Department of Health and Children to examine areas in which innovative/strategic approaches can be made to self-fund capital projects.</p>	
<b>9</b>	<b>Influenza A (H1N1) - Swine Flu Pandemic</b>	
	<p>P. Doorley, K. Kelliher and G. McGuire joined the meeting for consideration of this item.</p> <p>P. Doorley spoke to the briefing paper, which had been circulated prior to the meeting. He reported to the board that the HSE National Crisis Management Team, which comprises representatives from all of the HSE Directorates, is overseeing all aspects of the HSE response to potential flu pandemic and has been reviewing our state of preparedness for a potential pandemic. He outlined the programme of work that had been ongoing to implement the National Plan for influenza pandemic developed in 2007. He confirmed we are in the early phase of implementation of the plan and that the emphasis, at this stage, was on communications, surveillance and containment.</p> <p>Following a discussion on the report, the Board noted the arrangements in place to manage any outbreak of the influenza.</p>	
<b>10</b>	<b>AOB</b>	
	<p>The Chairman advised the board on correspondence received from the Department of Health &amp; Children in relation to a reduction of 10% in the fees payable to board members with effect from 1<sup>st</sup> May 2009.</p>	

The meeting concluded at 1.00 p.m.

Signed: \_\_\_\_\_

Liam Downey,  
Chairman.

Date: \_\_\_\_\_