

Minute of the  
**Health Service Executive**  
**Board meeting**  
**Thursday, 8<sup>th</sup> October 2009**

**Members present:** L. Downey (Chairman), B. Drumm (CEO), N. Brennan, D. de Buitleir, P. Farrell, PJ Fitzpatrick M. Gaffney, E. McCague J. Mooney, W. O'Reilly, D. Power and A. Scott.

**Apologies:** None

**Attendees:** D. Purcell, Secretary,

**Joined the Meeting:** L. McGuinness, S. McGrath, L. Woods (Deputy CEO) B. White and J. Carolan.  
M. Scanlan and S. Ryan Department of Health and Children, and Philip Kelly Department of Finance.

**Time & Location:** Irishtown & Ringsgwnd Primary Care Centre, Irishtown Road, Dublin 4

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Before the commencement of the Board meeting the Board met with members of the Irishtown/ Ringsend Primary Care Team and discussed the benefits and improvements in the delivery of services through the Primary Care Team model. Dr. John Ryan, Dr. Tony O'Sullivan and Sharon Flood, Social Worker and Ellen O'Dea Primary Care team manager were present for the discussion.

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Items are presented in the order in which they were discussed

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Item	Discussion / Comments	Action
<b>1</b>	<b>Presentation on the Government programme on Transforming Public Services</b>	
	<p>M. Scanlan and P. Kelly attended for this item and outlined the aims and objectives of the Government programme on Transforming Public Services (TPS) following the review of the public sector conducted by the OECD (<i>Towards an Integrated Public Service</i>).</p> <p>M. Scanlan briefed the Board on the range of initiatives in the TPS programme to be implemented during the next three years and outlined the structures for implementation. A Cabinet Committee chaired by the Taoiseach and including the Minister for Health and Children is driving implementation of the report's recommendations and this is supported by a steering group of Secretary Generals. A number of working groups are examining specific issues such as shared services, single point of contact for assessing information across the public service, procurement and e-government initiatives. Within the Health sector a number of shared service projects and initiatives around HR, Finance and Procurement are being identified for implementation under the TPS.</p> <p>Following a discussion the Board noted that the TPS reform agenda provides an excellent opportunity to drive the type of initiatives which are central to the health reform programme and the HSE's own Transformation Programme.</p>	
<b>2</b>	<b>Minutes of previous meeting</b>	
	The minutes of the Board meeting held on 10 <sup>th</sup> September 2009 were approved.	
<b>3</b>	<b>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.	

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<b>4</b>	<b>Reports from Board Committees</b>	
	<p><b>Audit Committee</b>  Prof. N. Brennan, Chairman of the Audit Committee reported on the Committee meeting held on the 24<sup>th</sup> September 2009 which had received a report from Internal Audit in relation to a specific audit. She confirmed that this audit is ongoing and a further report would be provided to the Committee at its meeting scheduled for the 15<sup>th</sup> October 2009.</p> <p><b>Remuneration and Organisation Committee</b>  Dr. D. de Buitleir, Chairman of the Remuneration and Organisation Committee reported on the Committee meeting held 7<sup>th</sup> October 2009. The Committee had received a report from management on the progress of the organisational changes being implemented as part of the Integrated Services Programme. He reported in particular that with effect from 5<sup>th</sup> October 2009 the existing National Hospitals Office and Primary, Community and Continuing Care Directorate had become one Integrated Services Directorate and that operational responsibility transferred from the National Hospitals Office and Primary, Community and Continuing Care Directorate to the four Regional Directors of Operations who now have responsibility for managing all services within these regions. Prof. A. Scott had also attended the committee meeting for the discussion in relation to the establishment and role and functions of the Quality and Clinical Care Directorate.</p> <p>A report will be provided to the Remuneration and Organisation Committee and the Board at its November, 2009 meeting on the outcome of Stage 3 of the programme which focuses on how front-line services should be organised and the management arrangements which need to be put in place in order to support this.</p> <p>Following a discussion the Board noted the reports of the Committees.</p>	<p>Agenda item  Nov 09/ S Mc  Grath</p>
<b>4</b>	<b>CEO's Report</b>	
	<p>The CEO spoke to the monthly report to the Board. He reported, in particular on the following matters; arrangements for the commencement of the Fair Deal Nursing Home Support Scheme; the ongoing discussion in relation to finalisation of Service Level arrangements with voluntary organisations; preparations for the H1N1 Influenza campaign, the National Financial and Procurement system which had been submitted to the Department of Finance/CMOD for formal approval; attendance at the Joint Oireachtas Committee on Health and Children on 9<sup>th</sup> September, 2009 and his meeting with Minister John Moloney, Minister for Equality, Disability and Mental Health services on the implementation of the Vision for Change strategy. The Chairman reported on the issues considered at the Cabinet Committee meeting on the 9<sup>th</sup> September 2009.</p> <p>Following a discussion the report from the CEO was noted.</p>	
<b>5.</b>	<b>Monthly performance report August 2009 and Vote expenditure report September 2009</b>	
	<p>L. McGuinness, S. McGrath, B. White, L. Woods, J. Carolan joined the meeting for consideration of this item.</p> <p>L. Woods reported to the Board on the activity and employment levels and financial position as set out in the August 2009 performance report and the Vote expenditure report for September 2009.</p> <p>He confirmed that based on the figures in the reports the main projected deficits are in the areas of superannuation, medical cards and community drug schemes and acute hospitals' expenditure. The Performance Report shows evidence that Value for Money measures and employment control measures are on target. However the IR environment has significantly</p>	

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	<p>reduced the flexibility and cooperation needed to realise the targeted pay savings in the 2009 Service efficiency measures and this may result in a shortfall in targeted savings from this area at year end.</p> <p>The CEO confirmed that management are continuing to review whether additional measures will be required to bring core expenditure back in line with the Vote allocation.</p> <p>Following consideration of the reports the Board noted that the service provision commitments in the Service Plan are substantively being delivered with both NHO and PCCC at or very close to targeted provision levels and hospitals are ahead of target in the key areas of inpatient/ day case activity but that significant challenges remain to breakeven by year end. Discussions are ongoing with the Departments of Health and Children and Finance in relation to funding the additional costs arising from the demand led schemes, superannuation and capital expenditure. The net additional costs of the influenza pandemic are subject to separate consideration by the Department of Finance. The CEO/Chairman will continue to review the emerging situation in the context of the discussions with the Department/Minister.</p>	
<b>7.</b>	<b>Corporate Plan 2008-2011 – Biannual report on progress</b>	
	<p>J. Carolan spoke to the report for the period January to June 2009 on progress against the six high level corporate objectives and priorities as set out in the Corporate Plan 2008-2011 which had been circulated prior to the meeting. She confirmed that agreed metrics are used to chart organisational progress against these medium and longer term objectives which are then implemented annually through the HSE National Service Plan. She reported that to-date 23 measured reports against target are performing at 70% or greater and that 7 measures are below this threshold. This is the first report and will be the base line in which to measure performance over the three year period of the Corporate Plan. This report, together with the ongoing improvements to the HSE National Service Plan and the development by the HSE of the HealthStat system of performance measurement, is a key part of the ongoing co-ordinated approach to measuring health service performance at national level.</p> <p>Following consideration of the report the Board noted that the report provided evidence that good progress has been achieved in some key areas, and that there are also areas where further action is required to improve performance which are receiving specific focus from management.</p> <p>The report will be submitted by the Chairman to the Department of Health and Children.</p>	<p><b>Chairman to submit report to DOHC</b></p>
<b>8</b>	<b>National Service Plan 2010 – Planning Assumptions</b>	
	<p>J. Carolan was present for the discussion of this item and spoke to the briefing paper which had been circulated prior to the meeting on the planning scenarios being developed as part of the preparation phase for the development of the Service Plan 2010.</p> <p>The Board considered the measures required and possible options available to reduce expenditure in line with the planning assumptions proposed by the Department as part of the Estimates process. The Board requested management to develop further planning scenarios particularly in the areas of entitlement and eligibility which would be considered at the November, 2009 Board.</p>	<p><b>Agenda item Nov 09 meeting/J Carolan</b></p>
<b>9</b>	<b>Integrated Workforce Planning Strategy for Health Services 2009/2010</b>	
	<p>The Integrated Workforce Planning Strategy for Health Services 2009-2012, which had been prepared jointly by the HSE and the Department of Health and Children and recently published, was noted.</p>	

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10.	<b>AOB</b>	
	<p>The schedule of dates for Board meetings in 2010 as circulated prior to the meeting was noted.</p> <p>D. Power raised the issue of compliance with the HIQA standards for Residential Care for Older Persons and it was agreed that L. Mc Guinness would be asked to follow up on this matter with him.</p>	<p><b>Secretary to follow up</b></p>

The meeting concluded at 1.05pm

Signed: \_\_\_\_\_  
Liam Downey  
Chairman

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