

Minute of the  
**Health Service Executive  
Board meeting**  
**Thursday, 14<sup>th</sup> January 2010**

**Members present:** L. Downey (Chairman), B. Drumm (CEO), P. Farrell, PJ Fitzpatrick, E. McCague, J. Mooney and A. Scott.

**Apologies:** None.

**Attendees:** D. Purcell (Secretary).

**Joined the meeting:** L. McGuinness, S. McGrath, L. Woods, B. White, J. Carolan, B. Gilroy and G. Hurl.

**Time & Location:** HSE offices, Adelaide Road, Dublin at 8.30am.

Item	Discussion / Comments	Action
<b>1 Minutes of the previous meeting</b>		
	The minutes of the meeting held on 10 <sup>th</sup> December 2009, were approved.	
<b>2 Matters arising from minutes</b>		
	No items were raised under this heading.	
<b>3 Report from CEO</b>		
	<p>The CEO spoke to the monthly report to the Board.</p> <p>He reported that the main focus for HSE management during the past month had been on the end of year position and on the analysis of the budget allocation 2010 to enable finalisation of the National Service Plan 2010<sup>1</sup>. He also updated the Board on the H1N1 influenza immunisation campaign and on the meeting he attended with Oireachtas members from Wexford to discuss the reconfiguration plans for HSE South-East.</p> <p>The Chairman and CEO then reported to the Board on the monthly meeting held with the Minister and the Secretary General on 13<sup>th</sup> January 2010.</p>	
<b>4 Reports from Committees of the Board</b>		
	Board Committees had not met since the last Board meeting.	
<b>5 Performance Report - 30<sup>th</sup> November 2009 and Vote Position at 31<sup>st</sup> December 2009</b>		
	<p>J. Carolan, B. Gilroy, S. McGrath, L. McGuinness, B. White and L. Woods joined the meeting for consideration of this item.</p> <p>L. Woods reported to the Board on the service level activity figures, HR and financial position as set out in the November 2009 Performance Report and the December 2009 vote expenditure report as circulated prior to the meeting. He reported that the provisional 2009 vote outturn indicates delivery of a balanced vote for 2009 but that a final figure will not be available until the Appropriation Account is audited by the C&amp;AG.</p> <p>The Board noted the significant achievement by management in delivering a balanced end of year vote outturn while maintaining employment levels within the approved employment allocations and delivering on or ahead of</p>	

<sup>1</sup> NSP to be considered at item 6

Item	Discussion / Comments	Action
	target within the major areas of service delivery.	
<b>6</b>	<b>National Service Plan 2010 - Adoption in accordance with Section 31 of the Health Act 2004</b>	
	<p>J. Carolan, B. Gilroy, S. McGrath, L. McGuinness, B. White and L. Woods remained in attendance for consideration of this item.</p> <p>J. Carolan spoke to the briefing document on the draft National Service Plan (NSP) 2010 as circulated prior to the meeting. She reported that considerable discussion had taken place between the Department of Health and Children and the HSE on the format and content of the NSP 2010. She confirmed that, in developing the plan, account had been taken of the priority financial and service issues set out by the Minister for Health and Children in letters to the Chairman dated 7<sup>th</sup> December 2009 and the 18<sup>th</sup> December 2009 and the overall strategic direction set out in the Corporate Plan 2008-2011. She then outlined on a summary basis the key provisions in relation to service delivery and activity levels for 2010, including the financial and HR figures and the key risks to the successful delivery of the plan such as the recruitment moratorium, the potential higher costs associated with pension payments; requirements for changes in the way services are delivered and the need to achieve greater flexibility in work practices.</p> <p>B. Gilroy presented the capital projects which will be funded under the Capital Plan 2010. He confirmed that the priority in drafting the Capital Plan was to ensure that the HSE would meet its contractual commitments and the only new contractual commitments to be entered into are projects of highest priority as agreed with Government.</p> <p>Following a detailed discussion the Board noted that in the context of reducing financial resources the HSE faces significant challenges to deliver the level of services committed to in the NSP 2010. The plan has prioritised continued investment in community services, emergency services, the National Cancer Control Programme and the strategic shift from inpatient care to day-care services and also includes a significant Value for Money (VFM) / cost containment programme.</p> <p>Adoption of the NSP 2010 was proposed by P.J. Fitzpatrick, seconded by P. Farrell and agreed by the Board (<i>HSE Board decision no. 14.01(1).2010</i>) and subject to finalisation of the acute hospital activity figures and the inclusion of feedback/inputs provided by Board members at the meeting, the NSP 2010 would be submitted to the Minister for Health and Children for approval.</p>	Chairman
<b>7</b>	<b>Contract Approvals</b>	
	<p>B. Gilroy remained in attendance for this item.</p> <p><b>Contract for the new ward block, St. Vincent's University Hospital, Elm Park.</b> B Gilroy reported that the evaluation of financial clarifications requested from the preferred bidder for this contract was being completed by the process auditors and therefore requested that this item be taken at the February 2010 Board meeting.</p> <p><b>Tender for patient care transport services (non ambulance/taxi services) for the Dublin/Wicklow/Kildare areas.</b> B. Gilroy spoke to the briefing paper on this item which had been circulated prior to the meeting. He confirmed that a procurement process in compliance with the HSE purchasing procedures, government guidelines and the EU tender directives had been undertaken for the provision of this contract. He outlined the significant savings to be achieved on existing costs over the five year period of the contract and recommended that a contract for</p>	

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	<p>taxi/hackney services for the Dublin/Wicklow/Kildare areas would be placed with the preferred bidders.</p> <p>Approval of the contract was proposed by P.J. Fitzpatrick and seconded by Anne Scott and agreed by the Board (<i>HSE Board decision no. 14.01(2).2010</i>). The Board noted that no preferred bidder had been recommended from the tender process for a contract for minibus patient transport services and this would now go back out to tender.</p>	
<b>8</b>	<b>Progress report on the ICT Strategy</b>	
	<p>B. Gilroy remained in attendance and G. Hurl joined the meeting for consideration of this item.</p> <p>B. Gilroy introduced this item and G. Hurl spoke to the briefing paper which had been circulated prior to the meeting. He reported that during 2009 a series of meetings had taken place with the Department of Health and Children and the Department of Finance (CMOD) at which support and commitment had been received for the underlying objectives, concepts and deliverables of the ICT Strategy. It is expected the strategy will be published by end Quarter 2 2010 subject to the identification of the required resources and clarification of the capital ICT allocation. Approval has also been obtained to proceed with the development of a framework for applications in information, communication and technical architecture for future ICT developments in the HSE.</p> <p>G. Hurl then provided an update on the progress of work within the ICT Directorate and the individual ICT projects on the ICT project register. A white paper on information governance will be published by the end of Quarter 1 2010 and a business case is being finalised for submission to the Departments of Health and Children and Finance on a new ICT organisational structure for the ICT Directorate.</p> <p>In total 106 existing projects were progressed during 2009 and three new projects were approved by the Department of Finance/CMOD. He updated the Board in particular on the laboratory information project, the national childcare information project and the national finance and procurement system which are all with the Department of Finance for peer review as part of the sanction process.</p> <p>Following a discussion the progress report was noted and this item will be on the agenda in April 2010.</p>	
<b>9</b>	<b>AOB</b>	
	No matters were raised under this item	

The meeting concluded at 12.05pm.

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

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