

Minutes of the

**Health Service Executive
Board meeting**

Thursday, 10th June, 2010

Members present: L. Downey (Chairman), B. Drumm (CEO), N. Brennan, P. Farrell, J. Fitzgerald, PJ Fitzpatrick, S. Langford, J. Lavelle, E. McCague, J. Mooney, D. Power and A. Scott

Apologies: None

In Attendance: D. Purcell (Secretary)

Joined the meeting: L. McGuinness, L. Woods, J. Carolan, G. Crowley, B. White, B. Gilroy.

Mr. Barry Andrews Minister for Children & Youth Affairs, Michael Scanlan Secretary-General and Mary Doyle Director General Office of Children & Youth Affairs attended for item 1

Time & Location: HSE Office, Adelaide Road, Dublin, at 8.00am.

Item	Discussion / Comments	Action
1	Children and Family Services	
	<p>The Chairman reported on the meetings he attended on 8th June, 17th May and 26th May 2010 with Ministers Harney and Andrews to discuss child care issues. He also referred to related correspondence between HIQA and the CEO and from Ministers Harney and Andrews which had previously been circulated to Board members and noted that the letter dated 27th May 2010 from Minister Harney was on the agenda.</p> <p>He reported that, arising from the meeting with Ministers Harney and Andrews on the 8th June 2010, a proposal had been developed to engage the service of an expert in child care who will provide expertise and leadership to the HSE strategic change programme underway to modernise the way children and family services are planned and delivered. He confirmed this proposal is consistent with the emphasis in the PA Strategic Review of Children Services on strengthening management systems in this area and builds on the previous appointment of a person at Assistant National director level to take national lead responsibility for this area.</p> <p>The Board considered the report from management, which had been circulated prior to the meeting, on the implementation of the HSE strategic change programme for children and family services. The Board noted that this change programme commenced in 2008 and is based on the following strategic developments; the Social Work and Family Support Survey 2008; the Task Force Report 2009; the high-level Strategic Review of Management of Children and Family Services and the Ryan Report.</p> <p>The Board requested that appropriate monitoring/reporting arrangements would be put in place in order to provide a progress report to the Board on the reform programme on a quarterly basis.</p> <p>Mr Barry Andrews, Minister for Children and Youth Affairs, Michael Scanlan, Secretary-General and Mary Doyle Director General of the Office for Children and Youth Affairs then joined the meeting. The Minister outlined the priority areas for implementation from the recent reports on Children services e.g. the Task Force Report 2009, PA Consulting Strategic Review of Children Services, the Ryan Report, and HIQA reports on foster care services and emphasised the need for these areas to be prioritised within the</p>	<p>L Mc Guinness</p>

	<p>HSE change programme. He also provided further details on the proposal to appoint an individual at national management level who would have the authority to deliver on the reform programme and who would have a direct reporting relationship to the Chief Executive of the HSE.</p> <p>Following a discussion with the Minister and his officials, the Board re-emphasised its commitment to urgently progress the HSE strategic change programme for children services and strongly supported the proposal to appoint an individual at national management level to deliver on the reform programme.</p> <p>The Chairman undertook to respond to the letter from Minister Harney dated 24th May, 2010 and circulate the response to Board members.</p>	Chairman
2	Report from the CEO	
	The monthly report from the CEO, circulated prior to the meeting, was noted.	
3	Matters arising from minutes and review of Action points	
	<p>The minutes of the Board meeting on 13th May, 2010, as tabled at the meeting, were approved.</p> <p>The action points from the previous meeting were reviewed. Under matters arising, the CEO updated the Board on the progress of the internal audit on the administration of the Skill programme. The Board requested that the audit report would be finalised, circulated to board members, and provided to the Department of Health & Children.</p> <p>The CEO and Laverne McGuinness left the meeting at this point as they were due to attend a meeting of the Public Accounts Committee.</p>	CEO
4	Reports from Committees	
	<p>Audit Committee Meeting – 9th June 2010:</p> <p>Prof. N. Brennan, Chairman of the Audit committee, reported on the audit committee meeting held on the 9th June 2010. She reported that officials from the Office of the Comptroller and Audit General (C&AG) had attended the meeting to discuss the issues being considered for inclusion in his annual letter to management following the audit of the accounts. The C&AG officials confirmed the management letter would issue shortly and the Committee emphasised the need to prioritise implementation of the recommendations in management letter.</p> <p>The Committee had also reviewed the end of year accounts for the Crisis Pregnancy Agency and the Patient Private Property accounts which were on the Board agenda (item 8) for approval.</p> <p>The Committee had also received updates from management on income collection, Considine report, amalgamation of Subsidiary companies, the Torpey report and arrangements for the protection of state investments in voluntary organisations. Progress on the development of the property assets register and the implementation of the framework for corporate and financial governance was also considered at the Committee meeting.</p> <p>The Committee had also discussed with Internal audit the arrangements for the finalisation and circulation of the audit of the administration of the Skill programme.</p>	
5	Performance Report April, 2010 & Vote Report May, 2010	
	<p>B. Gilroy, B. White, L. Woods and J. Carolan joined the meeting for consideration of this item.</p> <p>L. Woods reported on the financial position as set out in the April 2010 Performance report and in the May 2010 Vote expenditure report. The key</p>	

	<p>performance issues he highlighted from the report included that capital expenditure and the community demand led schemes are within budget. The budget deficit related mainly to the acute hospital sector, particularly within the HSE West hospitals. He confirmed that the Integrated Service Directorate, through its performance contract monitoring process, has a number of corrective measures in place to achieve breakeven by year end and in particular, urgent action is being taken to eliminate the deficit to the end of April in HSE West.</p> <p>He informed the Board that, in light of the ongoing industrial action, it is not possible at this stage to report definitively on whether service activity is being managed within the Service Plan targets. It is expected that the May Performance Report, to be submitted to the July 2010 meeting, will contain both financial and HR data but it will be the June 2010 Performance Report before complete service activity data will be available.</p> <p>Following a discussion the Board noted the Performance report for April 2010 and that the emphasis on budgetary management will be sustained at all levels within the system.</p>	
7 Service Level Arrangements – Sections 38 & 39 Health Act 2004		
	<p>G. Crowley joined the meeting for consideration of this item and spoke to the briefing paper which had been circulated prior to the meeting.</p> <p>He confirmed that substantial levels of funding are provided by the HSE to non-statutory agencies (in excess of €3.6 billion annually) under the Health Acts 2004 and 2007 which allows the HSE to enter into arrangements with non-statutory service providers for the provision of health and personal social services. He reported the HSE is mid way through a major programme of work to put in place management arrangements that will progressively improve the governance of its relationship with the non statutory sector. He outlined the forms of agreement being put in place with the non statutory sector to reflect different thresholds of funding levels provided.</p> <p>Following consideration of the report the Board noted that considerable progress has been made in this area including the agreement of the non statutory sector to the formal documentation and schedules that make the governance relationship explicit. Engagement with the non statutory sector is continuing to finalise the governance relationships through the service arrangements.</p>	
8 <u>8.1 Patient Private Property Accounts 2009</u> <u>8.2 Crisis Pregnancy Agency Accounts 2009</u>		
	<p>L. Woods spoke to the briefing paper, which had been circulated prior to the meeting, on the preparation and contents of the draft Patient Private Property Accounts 2009 and end of year accounts for the Crisis Pregnancy Agency which had been subsumed within the HSE in 2010. He confirmed that both sets of accounts had been considered by the Audit Committee at its meeting on the 9th June 2010. N. Brennan Chairman of the Audit Committee reported that the Committee had agreed to recommend both sets of accounts for approval by the Board.</p> <p>Approval of the Patient Private Property Accounts, 2009 was proposed by J. Mooney, seconded by N. Brennan and agreed by the Board (<i>HSE Board Decision No. 10.06(14)/2010</i>).</p> <p>Approval of the 2009 accounts for the Crisis Pregnancy Agency was proposed by S. Langford, seconded by J. Fitzgerald and agreed by the Board (<i>HSE Board Decision No. 10.06(15)/2010</i>).</p> <p>The Board noted that both sets of accounts will now be signed by the CEO</p>	<p>Chairman/ CEO</p>

	and Chairman and sent to the Comptroller and Auditor General for audit.	
9	Property Transactions	
	<p>B. Gilroy remained in attendance for consideration of this item. He confirmed that the approval of the Board was required for these property transactions in line with the HSE framework for corporate and financial governance.</p> <p>Item 9.1 The lease of the day care centre to the Holy Cross Gardens Organisation for the provision of services for older people in the Killarney urban and rural area at nominal value was proposed by E. McCague and seconded by S. Langford and agreed by the Board (<i>HSE Board Decision No. 10.06(16)/2010</i>).</p> <p>Item 9.2 The lease of Blocks 4 and 5 at the Nexus Building, Blanchardstown, Ballycoolin, Dublin 15 to facilitate centralisation of social work services in Dublin north was proposed by PJ Fitzpatrick and seconded by N. Brennan and agreed by the Board (<i>HSE Board Decision No. 10.06(17)/2010</i>). The Board noted that the centralisation of accommodation will result in off setting savings to the HSE from the surrender/vacation of other existing lease arrangements.</p>	
10	Challenges arising from changes in the NCHD Workforce	
	<p>B. White remained in attendance for discussion of this item and spoke to the briefing paper which was circulated prior to the meeting.</p> <p>He reported to the Board on the work the HSE has engaged in for a number of months at various levels to respond to the difficulties that have emerged in filling the existing complement of NCHD posts following changes in the recognition of training posts.</p> <p>He confirmed that a project group chaired by Ann Carrigy National Lead Acute Hospital Services was in place to monitor and assess the risks to services associated with the shortfall in NCHDs and to develop short, medium and long-term proposals on how these issues should be addressed. He outlined from the report the range of contingency plans that are being put in place to address these difficulties.</p> <p>Board members provided comments and feedback on these measures which is to be taken into account by management.</p> <p>B. White also took the opportunity to update the Board on the management review of the case of the incorrect ultrasound diagnosis at Our Lady of Lourdes Hospital, Drogheda.</p>	B White.
11	Managing Absenteeism	
	The report circulated prior to the meeting on the measures taken to achieve the targeted reductions set out in the National Service Plan 2010 in absenteeism was noted.	
12	Any other Business	
	The Chairman updated the Board on the engagements and induction programme in place for the new CEO who is due to take up appointment on the 1 st September 2010.	

The meeting concluded at 12.54pm

Signed:

Date:

L. Downey
Chairman