

Minute of the

**Health Service Executive
Board meeting**

Thursday, 8th July 2010

Members present: L. Downey (Chairman), B. Drumm (CEO),
P. Farrell, J. Fitzgerald, S. Langford, J. Lavelle,
J. Mooney and D. Power

Apologies: N. Brennan, E. McCague and A. Scott

In Attendance: D. Purcell (Secretary)

Joined the meeting: L. McGuinness, D Lyons, J. Carolan, A Kennelly, S Mc Grath, B.
White and

B. Gilroy.

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

Item	Discussion / Comments	Action
1	Minutes of Board meeting 10th June, 2010.	
	The minutes of the Board meeting held on the 10 th June 2010 were approved.	
2	Matters arising from minutes and review of Action points	
	The action points from the previous meeting were reviewed. The Chairman updated the Board on progress with the recruitment of a Childcare National Director within HSE as agreed with Minister Andrews at the June 2010 meeting.	CEO
3	Report from the CEO	
	The monthly report from the CEO was noted.	
4	Reports from Committees	
	<p>Remuneration and Organisation Committee Meeting – 7th July 2010 L. Downey reported on the issues considered at the meeting of the Remuneration and Organisation Committee on the 7th July, 2010. The Committee had considered correspondence from the Department of Health and Children providing the clarification sought by the Committee on pay adjustments to certain fixed term contracts under the Financial Emergency Measures in the Public Interest legislation. The Committee had also received an update on the Integrated Services Programme particularly the ongoing design and implementation of organisation structures for eight integrated service areas (Donegal, Sligo, Leitrim, Mayo, Galway, Roscommon, Mid-West Kerry, Cork and Cavan/Monaghan). The Committee had also reviewed a draft HSE succession management strategy being developed by the HR Directorate.</p> <p>Audit Committee Meeting – 23rd June 2010: J. Mooney reported on the additional meeting of the Audit Committee on Wednesday the 23rd June 2010 to consider matters arising from the internal audit report on administrative expenditure in the SKILL programme. The meeting had been attended by the CEO and Board Chairman. Management had confirmed to the Committee that the draft audit report had been forwarded to the Garda Bureau of Fraud Investigation (GBFI) on 27th May 2010 and that the CEO would now be making a formal allegation of suspected fraud to the GBFI. The audit report had also been provided to the</p>	

	<p>Comptroller and Auditor General and the Department of Health and Children on 8th June, 2010. A formal audit query had been received from the Office of the C&AG on the matter and a response was being prepared by the HR Director with assistance from Internal Audit. The Committee had also considered correspondence received by the Chairman and CEO from the General Secretary of SIPTU in relation to the audit report and the proposed response.</p> <p>Following discussion, the reports from the Board Committees were noted. J. Lavelle also reported on the progress of the review that the Risk Committee was conducting on its operation and the focus of its work programme. A further report would be provided at the next Board meeting.</p>	
5	Approval of Delegation Order to CEO	
	<p>The Chairman reported that, pursuant to Section 12(2) of the Health Act, 2004, a Board resolution was required to give effect to the delegation of functions order, as circulated prior to the meeting, to Mr. Cathal Magee, when he took up appointment as Chief Executive Officer of the HSE on 1st September, 2010.</p> <p>Approval of the delegation order was proposed by J. Mooney and seconded by J. Fitzgerald and agreed by the Board (<i>HSE Board Decision No. 08.07(19)/2010</i>).</p> <p>The Chairman also reported that, as the incoming CEO will not be taking up appointment until 1st September, 2010 and the contract for the current CEO concludes on 14th August, 2010, a Board resolution is required to appoint a Deputy CEO for that period in accordance with Section 18 of the Health Act, 2004. He confirmed he had consulted on this matter with the CEO and recommended that B. Gilroy National Director Commercial and Support Services be appointed.</p> <p>The appointment of B. Gilroy as Deputy CEO for the period 15th August, 2010 to 31st August, 2010 was proposed by S. Langford and seconded by J. Fitzgerald and agreed by the Board (<i>HSE Board Decision No. 08.07(20)/2010</i>).</p>	
6	Presentation from CEO - Health Service Executive - 5 years on	
	<p>L. McGuinness, S. McGrath, J. Carolan, B. White and B. Gilroy joined the meeting for the consideration of this item.</p> <p>The CEO made a presentation to the Board on the progress of the HSE change programme since its establishment in 2005 and highlighted examples of how the value of a unified health service has already been demonstrated in many areas of patient care and outlined the further benefits for patients that can continue to be realised in the coming years through the HSE change programme.</p> <p>The Board noted the presentation and acknowledged the significant leadership and personal commitment of Prof Drumm to the implementation of the reform programme during his term as CEO.</p>	
7	Performance Report May, 2010 & Vote Report June, 2010	
	<p>7.1 Performance Report May, 2010 & Vote Report June, 2010</p> <p>D. Lyons Acting National Director of Finance joined the meeting for consideration of this item and reported on the financial, HR and service level activity figures as set out in the Performance report for May 2010 and the Vote Expenditure report at 30th June 2010. He reported that the acute hospital sector continues to be the biggest contributor in the year to date overrun and that there are particular problems within the HSE West.</p> <p>L. McGuinness reported that comprehensive breakeven plans for each region were instituted at the start of 2010 and were beginning to achieve reductions in overall spend rates. She confirmed that additional measures are being taken within HSE West to address the emerging deficit and that</p>	

	<p>within the other three areas a strong focus on the current break-even plans is being maintained.</p> <p>The CEO reported that the challenge to breakeven by year end is significant in all regions but it is still expected that a financial breakeven position can be achieved by year end if the spend controls in place are maintained.</p> <p>Following a discussion the Board noted the Performance Report and Vote Expenditure Report.</p> <p>7.2 Estimates process for the National Service Plan 2011 The Board noted the report on the estimates process for the National Service Plan 2011 and that initial discussions on the planning assumptions for 2011 have taken place at Management team level and with the Department of Health and Children.</p> <p>A further update on the estimates for the National Service Plan 2011 will be provided at the September 2010 Board meeting.</p>	J. Carolan
8 Disability Services Progress Report and NSP 2010 Priorities		
	<p>L. McGuinness was in attendance for discussion of this item and A. Kennelly joined the meeting for this item. She spoke to the progress report on Disability Services circulated prior to the meeting.</p> <p>She briefed the Board on the ongoing programmes of work to implement the National Disability Strategy and the quality improvements underway in the delivery of disability services including implementation of the HIQA standards for residential and foster care services for children and young people and the national quality standards residential services for people with disabilities.</p> <p>Following discussion the progress report was noted.</p>	
9 Update report on the appointment of Non Consultant Hospital Doctors at 1st July 2010.		
	<p>L. McGuinness spoke to the report on this item which had been circulated prior to the meeting.</p> <p>She reported that approximately 5 to 6 % of the Non Consultant Hospital Doctor (NCHD) compliment of posts was vacant at the 29th June 2010 and that these NCHD vacancies are disproportionately located in small to medium sized hospitals in non-training posts and concentrated in 6 areas, emergency medicine, anaesthetics, general surgery, orthopaedic surgery, general medicine and paediatrics. She outlined the key measures taken by HSE management to address the service issues arising from the shortages in the NCHD staffing compliment. These actions included an international recruitment process, centralisation of NCHD recruitment, the appointment of additional consultant's posts, the use of cross-cover and reduced tiers of on-call. She confirmed that the NCHD project group continues to work with Clinical Directors and local management to monitor, evaluate and adapt services as required.</p> <p>Following a discussion the Board noted there continues to be a significant management focus on this issue and that regional contingency and management actions are in place to deal with the issues arising from the shortage of NCHDs.</p>	
10 Investment in Primary Care – the benefits and how they will be measured		
	<p>L. McGuinness spoke to the report which had been circulated prior to the meeting on the benefits of investment in primary care services and how these benefits will be realised and measured.</p>	

	<p>She reported that the emphasis to date has been on establishing Primary Care Teams (PCTs) which involved the development of a Primary Care Team model, reconfiguring staff to work as part of multidisciplinary teams, engaging with GPs, developing and agreeing operating protocols and team structures and the commencement of clinical team meetings. In parallel the the Primary Care Capital Infrastructure programme to procure appropriate Primary Care Centres has been significantly advanced. The next phase will involve the standardisation of primary care services and consistent measurement of outcomes through the Chronic Disease Programmes and other programmes, such as Care of the Elderly.</p> <p>Performance metrics will be put in place to measure the participation of PCTs in such programmes and the impact of PCTs on patient access, patient satisfaction, referral rates, and hospital utilisation and re-admission rates. The measures will be agreed by the fourth quarter 2010. The HSE is currently working with the Departments of General Practice in the National Universities to develop a strategic national primary care research agenda</p> <p>The Board noted the report and requested that a further update on the measurement of the benefits based on the performance metrics being put in place will be provided at the February 2011 meeting.</p>	L. McGuinness
11	Co-location Projects Update	
	<p>B. Gilroy was in attendance for the discussion of this item and updated the Board on the co-location projects for Limerick, Cork and Beaumont.</p> <p>He reported that, in accordance with the timeframe set out in the project agreements as amended, the Beacon Medical Group had submitted clarity on the bank funding available for the co-location projects at Limerick, Cork and Beaumont on the 1st July 2010. He informed the Board that, in consultation with the Department of Health and Children, the Attorney General's office and HSE's legal advisors, it was proposed to extend the project agreement to 1st of October, 2010 to allow the HSE and Department of Health and Children review the proposals as submitted on the 1st July 2010.</p> <p>The Board noted the report as presented, and that management proposed to bring the analysis of the proposals and recommendations to the Board meeting in September 2010.</p>	B. Gilroy
12	Approval of property transactions and contracts	
	<p>Property lease arrangements for primary care centres under the Primary Care Capital Infrastructure Programme</p> <p>The property lease arrangements, under the Primary Care Capital Infrastructure programme, for an additional 28 Primary Care Centres as listed in the paper circulated to the Board prior to the meeting was proposed by P. Farrell, seconded by J. Fitzgerald and agreed by the Board (<i>HSE Board Decision No. 08.07(21)/2010</i>).</p> <p>Lease approvals</p> <p>B. Gilroy spoke to the briefing paper which had been circulated prior to the meeting on the following lease arrangements which required Board approval in accordance with the HSE Governance procedures as the transactions are below market value.</p> <p>St. Brendan's Hospital complex, Grangegorman</p> <p>J. Fitzgerald informed the Board that he was a member of the Grangegorman Development Board and therefore left the meeting for consideration of this item.</p> <p>Approval to award a 10 year lease at nominal rent to the Dublin Institute of Technology of the former laundry at St. Brendan's Hospital complex, Grangegorman, Dublin 7 was proposed by P. Farrell, seconded by J. Mooney and agreed by the Board. (<i>HSE Board Decision No. 08.07(22)/2010</i>).</p>	

	<p>Lease of property at St. Mary's Road Cork Approval to acquire a lease of a property at St. Mary's Road Cork was proposed by P. Farrell seconded by J. Mooney and agreed by the Board (<i>HSE Board Decision No. 08.07(23)/2010</i>).</p> <p>Provision within the National Paediatric Hospital Mater campus of a second entrance to the Mater Stop on the Metro North at Eccles Street Dublin. B. Gilroy spoke to the briefing paper on this item which had been circulated prior to the meeting. He outlined the potential scenarios under which the Eccles Street entrance will be funded and constructed as a component part of the National Paediatric Hospital development works. He confirmed a memorandum of understanding between the parties (RPA, NPHDB and HSE) setting out the principles which will govern the development of the Eccles Street entrance had been drafted. Approval in principle to proceed with the potential funding scenarios as set out in the briefing paper was proposed by P. Farrell seconded by J. Mooney and agreed by the Board (<i>HSE Board Decision No. 08.07(24)/2010</i>).</p> <p>Contract Approvals: B. Gilroy spoke to the briefing paper which had been circulated prior to the meeting on the following contracts which required Board approval in accordance with HSE governance procedures.</p> <p>Supply of Pneumococcal conjugate vaccine (PCV) Approval to award the contract for supply of pneumococcal conjugate vaccine (PCV) for the 2010/2011 childhood vaccination programme was proposed by J. Fitzgerald seconded by J. Mooney and agreed by the Board (<i>HSE Board Decision No. 08.07(25)/2010</i>).</p> <p>Haemodialysis machines for HSE South Approval to award the contract for the provision of 118 haemodialysis machines and consumables within HSE South to the successful bidder was proposed by P. Farrell seconded by J. Mooney and agreed by the Board (<i>HSE Board Decision No. 08.07(26)/2010</i>).</p> <p>B. Gilroy informed the Board that the original preferred bidder for the contract to construct the Cystic Fibrosis Unit at St. Vincent's University Hospital Dublin was not in a position to proceed with the contract and that the second preferred bidder under the procurement process was now being awarded the construction contract.</p> <p>B. Gilroy also informed the Board that the finalised Business Case for the National Finance and Procurement System would be submitted to the Department of Health and Children this week.</p>	
13	AOB	
	<p>The Board noted that following his appointment by the Government to Chair the Implementation Body for the Public Service Modernisation and Pay Agreement (Croke Park) PJ Fitzpatrick had recently resigned from the Board. The Board asked the Chairman write to him to acknowledge his contribution to the work of the Board.</p> <p>The Board also noted that term of office for the Chairman L. Downey was concluding following this meeting and P. Farrell spoke on behalf of the Board to acknowledge his excellent judgement, interpersonal skills and hard work as Chairman over the foundation years for the HSE</p>	Chairman

The meeting concluded at 1.45pm.

Signed:

Date:

L. Downey
Chairman