

Minute of the meeting of the

Board of the Health Service Executive**1st December 2005**

Members present: L. Downey (Chairman), N. Brennan, D. de Buitléir, B. Drumm (CEO), P.J. Fitzpatrick, M. Gaffney, J. Macri, E. McCague, M. McLoone, M. Murphy, J. Murray & A. Scott.

Attendees: A. Browne, P. McLoughlin, T. Martin, C. Mellett.

Joined the meeting: A. Doherty, L. Woods, S. Hurley, A. Smith & E. Molloy.

Location / time: HSEEA, Adelaide Road at 9am.

The Chairman, on behalf of all the members of the Board welcomed Mr Joe Macri, MD, Microsoft Ireland, following his appointment by the Tánaiste to the Board.

The Chairman thanked the management and secretariat for the quality of the Board papers.

Item	Discussion / Comments	Action
1	Minutes of previous meeting	
	The minutes of the previous meeting, as circulated prior to the meeting were agreed.	
2	Matters arising from minutes	
	<ul style="list-style-type: none"> ▪ Many of the matters arising were discussed separately as agenda items. ▪ Re. Item 4 – Private hospital development on public campuses Work in relation to determining the appropriate provision of hospital services on a public/private basis is continuing. ▪ Re. Item 5 – Review of Acute Hospital Services in the Northeast area A procurement process is being prepared. ▪ Re. Item 9 – iSOFT Project Authorisation of lodgement has been issued. ▪ Re. Item 10 – Property transactions Relevant documents have been signed and sealed. 	
3	CEO's Report	
	<ul style="list-style-type: none"> ▪ The CEO spoke to the report, which had been circulated prior to the meeting. The following items were discussed in particular: <ul style="list-style-type: none"> - CEO's visits to health service facilities throughout the country. The CEO particularly welcomed the opportunity to meet with staff, who are broadly enthusiastic and in favour of change. - Tertiary paediatric services review – procurement process has been initiated. - Policy development and workforce planning in the short-term – it was noted that the new organisational design (to be discussed under Item 12) would incorporate roles for policy development and workforce planning. - Employment ceiling (Detailed report to be provided at the January 2006 meeting). - Report on PPARS by the C&AG. It was noted that the final version of the report was due to be published shortly. - New HSE Information Line. 	Dir. HR

	- Hospital activity data.	
4 Consultants' Contract		
	<ul style="list-style-type: none"> ▪ A meeting has taken place between the HSE/DoHC negotiating team and the IHCA/IMO. ▪ Discussion took place on the papers relating to this topic. Dialogue between the HSE and the Departments of H & C/Finance will continue in order to reach a common position prior to the next negotiation meeting scheduled for January '06. 	CEO
5 Finance Report		
	<ul style="list-style-type: none"> ▪ L. Woods joined the meeting for this item and was congratulated by the Chairman, on behalf of the members of the Board on his appointment as National Director of Finance. ▪ Expenditure has stabilised. Discussions ongoing with Department regarding carry over of portion of vote. 	
6 Estimates 2006		
	<ul style="list-style-type: none"> ▪ A. Doherty joined the meeting for Items 6 & 7. ▪ The budget for the HSE for 2006 as indicated in the announcement of the Estimates is up by €700m approx. on the 2005 figure. Most of the increase will be required to maintain existing level of service, with 240 million for new developments. ▪ It was noted that a value for money approach, by driving efficiency throughout the system, was crucial to maintaining the existing level of service. ➤ A VFM report & detailed operational plan is to be provided to the Board in early 2006, followed by twice yearly VFM updates. 	Dir. Finance
7 Service Plan		
	<ul style="list-style-type: none"> ▪ The draft Service Plan was discussed at some length ▪ It was noted that the Service Plan would be supported by a number of business plans, which would be rolled out after approval of the Service Plan by the Board and Tánaiste. ▪ The Service Plan sets the platform for future performance monitoring; performance monitoring reports will be presented to the Board regularly in 2006. ➤ Subject to the incorporation of comments from members, the Service Plan was agreed. It will be forwarded to the Tánaiste for consideration and approval. ▪ The Chairman thanked A. Doherty and her staff for their work on preparing the Service Plan 	Chairman
8 iSOFT Project Update		
	<ul style="list-style-type: none"> ▪ S. Hurley joined the meeting for this item. He provided a full report on the history and status of the project and the management processes in place to ensure its successful implementation in line with plans and budget. ▪ It is being piloted at one location. 	
9 Insurance Contract		
	<ul style="list-style-type: none"> ▪ The general insurance contract inherited from the former health boards is due to expire on 31st December 2005. Approval from the Board is required to renew the contract for a period of one year to facilitate arrangements being put in place to put the contract out to tender, in line with the EU Services Directive. ▪ It was noted that officials in the Finance Directorate are currently 	

	<p>examining other contracts which may be due for renewal to ensure that arrangements are made for appropriate procurement processes to be initiated at the earliest opportunity.</p> <ul style="list-style-type: none"> ➤ It was agreed to authorise renewal of the contract with Irish Public Bodies Mutual Insurance Limited for a period of one year from 1st January 2006. This will facilitate a tendering process for future insurance contracts from 2007 onwards. ➤ Representative from IPBMI to be asked to address the Board early in 2006. 	<p>Dir. Finance</p> <p>Dir. Finance</p>
10 SKILLS Project		
	<ul style="list-style-type: none"> ▪ A. Smith joined the meeting for this item and outlined the nature of the SKILLS (Securing Knowledge Intra Lifelong Learning) Project. ▪ It was noted that funding had been earmarked for the Project and that a tendering process for the contract has been undergone. ➤ The Board accepted the management's recommendations to award the contract for the SKILLS Project to a consortium of Vocational Education Committees, led by the City of Dublin VEC for a period of three years initially (with an option to extend for a further year), effective immediately. 	
11 Committees of the Board		
	<p><u>Audit Committee</u></p> <ul style="list-style-type: none"> ▪ The Audit Committee met on 24th November. ▪ The Chairman of the Committee, Prof. N. Brennan, outlined the main items of discussion at the committee meeting. <p><u>Education, Training & Research Committee</u></p> <ul style="list-style-type: none"> ▪ No update. <p><u>Remuneration and Nominations Committee</u></p> <ul style="list-style-type: none"> ▪ Meeting of committee to take place shortly. 	
12 Organisational design of the HSE		
	<ul style="list-style-type: none"> ▪ E. Molloy joined the meeting for this item and provided an update on the work which has been carried out since the last Board meeting in relation to the design of the organisational structure of the HSE. ➤ Subject to the incorporation of comments and suggestions, the new organisational structure was agreed by the Board. It will be presented to the wider senior management of the HSE (approximately 100 senior HSE officials) at a meeting which has been scheduled to take place on 13th December. It will be implemented in 2006. 	
13 Any other business		
	<ul style="list-style-type: none"> • The Chairman informed the Board that he had received a letter from Mr. P. McLoughlin, National Director of the National Hospitals Office, advising of his intention to resign from the HSE effective at the end of January 2006. The Board acknowledged his substantial contribution to the establishment of the HSE and to the health services generally over many years and noted his decision with regret. 	

The meeting concluded at 4.15pm.

Signed:

Date:

Liam Downey
Chairman