

Minute of the meeting of the

Board of the Health Service Executive**3rd November 2005**

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

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

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

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

Item	Discussion / Comments	Action
1	Minutes of previous meeting	
	Subject to adjustment, as discussed at the meeting, the minutes were agreed.	
2	Matters arising from minutes	
	<ul style="list-style-type: none"> ▪ Re. Item 3 – CEO’s Report: consultants’ contract <ul style="list-style-type: none"> ▪ Interested members were invited to attend a meeting of the consultants’ contract strategy group following the Board meeting. ▪ Re. Item 3 – CEO’s Report: post of National Director, HR J.Magner, the current Acting Director of HR will be leaving that post shortly, as previously indicated. A new Acting Director, M/McDonald, will take up post in mid November. ▪ Re. Item 12 – Clinical governance Work is on-going to manage the elements of quality, risk and consumer affairs in the context of the review of structures. Work is underway by the DoHC and HSE in relation to a complaints framework. 	Members
3	CEO’s Report	
	<ul style="list-style-type: none"> ▪ The CEO spoke to the report, which had been circulated prior to the meeting and referred in particular about the following items: <ul style="list-style-type: none"> - HSE Strategy Groups - North Dublin GP out of hours services - Population health: Update on European-wide pandemic ‘flu exercise will be provided at the next meeting. - Employment numbers & workforce planning. 	
4	Private hospital development on public campuses	
	<ul style="list-style-type: none"> ▪ Meeting between TM, PMcL, M. Lynott & M. Scanlan (DoHC) to be arranged. ➤ It was agreed that a mechanism should be developed by the HSE in relation to the appropriate provision of hospital services on a public/private basis and the implications involved. 	Dir. Office of CEO Dir. NHO

5 Acute Hospital Services in the Northeast area		
	<ul style="list-style-type: none"> ➤ It was agreed to establish a group (incorporating appropriate international expertise) to undertake a review of acute hospital services in the northeast. Terms of reference and membership of the group to be determined quickly. 	CEO / Dir. Office of CEO.
6 Hygiene audit		
	<ul style="list-style-type: none"> ▪ Director, National Hospitals Office, gave a brief presentation of the findings of the first ever National Hygiene Audit, which highlighted significant disparities in the level of hygiene at hospitals throughout the country. The report was to be published later in the day. 	
7(a) Finance Report		
	<ul style="list-style-type: none"> ▪ L. Woods joined the meeting for this item. ▪ Expenditure growth experienced mid-year has been managed back. ▪ Presentation of information in terms of vote: income and expenditure and accruals was advised. ▪ It was noted that the estimates process for 2006 would be the same as that in place under the former structures but that a new system would be in place in time for the estimates process 2007. 	
7(b) Credit card & laser facilities – Acute Hospital Services, Midland Area		
	<ul style="list-style-type: none"> ▪ In relation to the banking arrangements for the HSE, it was noted that Bank of Ireland had won the tendering process for the provision of corporate banking services for the HSE for a three year period (with the option of a further 12 months). A tendering process for the provision of other significant banking requirements is expected to commence early next year. ➤ It was decided to approve the request from HSE-Midlands for the authorisation of the provision by Ulster Bank Limited of all credit and debit card transaction processing services for HSE-Midlands. 	
8 Revised organisation design		
	<ul style="list-style-type: none"> ▪ E. Molloy joined the meeting for this item and gave a presentation on the evolving design of the HSE. ➤ The feedback from members will be incorporated into the ongoing considerations of the organisational design of the HSE. A further update will be provided at the next meeting. 	CEO
9 ICT Update		
	<ul style="list-style-type: none"> ▪ S. Hurley joined the meeting for this item. ▪ The PPARS system is still operational in the five existing sites. Following the decision of the Board at its last meeting in relation to PPARS, meetings have been held with representatives of the five agencies involved. Arrangements have been put in place for the wind down of the implementation plan and the redeployment of staff to their substantive posts. The contract with Deloitte has been suspended. ▪ The report of the PPARS Group, chaired by S.Hurley, is expected to be ready for consideration by the Board early next year. ▪ In relation to iSOFT, Mr Hurley reported that the project will be rolled-out on a pilot basis at St Luke's Hospital, Kilkenny. A full operational model will be developed there prior to its implementation at other sites. ➤ It was agreed that written updates would be provided to the Board in relation to all major development projects (not just ICT projects). ➤ It was agreed to authorise lodgement of €0.5million in an account drawn on the HSE in relation to the iSOFT project. The money is held as a deposit for the duration of the contract. 	A/Dir. ICT A/Dir. Finance, Audit Committee, NHO, PCCC.

10 Property transactions		
	<p>(a) Cherry Orchard, Ballyfermot, Dublin. Transfer of Title of 17.5 acres surplus land at Cherry Orchard Hospital to Dublin City Council. Disposal had been agreed with former ERHA in 2004. ➤ Agreed.</p> <p>(b) Bailis Development, Johnstown, Co. Meath. Leasehold of premises for delivery of PCCC services. €250,000 p.a. +VAT for duration of 9 year and 9 months. Lessee: Keelagh Homes Ltd., Keelagh, Ballyhaise, Co.Cavan. ➤ Agreed</p>	<p>Sign & seal</p> <p>Chairman & CEO (x2)</p>
11 Committees of the Board		
	<p><u>Audit Committee</u></p> <ul style="list-style-type: none"> ▪ The Audit Committee met on 27th October. N. Brennan briefed the Board on the matters discussed. <p><u>Education, Training & Research Committee</u></p> <ul style="list-style-type: none"> ▪ No update was provided as M.Murphy had left the meeting prior to its conclusion. 	
12 Any other business		
	<ul style="list-style-type: none"> ▪ The Tánaiste has appointed Mr. J. Macri, MD, Microsoft Ireland to the Board of the HSE, arising from the vacancy created by the departure of Mr. K. Kelly. ▪ The discussion document by the Chairman, as previously circulated, was noted. ▪ It was agreed to establish a Nominations and Compensation Committee. Terms of reference to be drafted. Membership: D. de Buitléir (Chair), L. Downey, M. Gaffney & J. Murray. ▪ A letter from the Tánaiste, dated 20th October 2005, regarding North South cooperation was circulated to members. ▪ Dates for meetings were discussed. Meetings will continue to be held on the first Thursday of every month, except in January. Details of dates of meetings in 2006 will be circulated to members. 	<p>CM</p>

The meeting concluded at 3.45pm

Signed:

Date:

Liam Downey
Chairman
