

**SOUTH WESTERN AREA HEALTH BOARD**

**Minutes of the proceedings of the meeting of the South Western Area Health Board held  
in the Board Room, Oak House, Millennium Park, Naas, Co. Kildare,  
on Tuesday, 3<sup>rd</sup> June, 2003, at 2.00 p.m.**

*Present*

Dr. S. Barry	Cllr. C. Byrne
Cllr. T. Cullen	Cllr. J. Daly
Ms. A. Harris	Ms. M. Hoban
Cllr. C. McGrath	Cllr. M. Miley
Dr. B. Murphy	Cllr. J. Reilly
Ald. M. Mooney	

*Apologies*

Mr. P. Aspell	Ms. N. Harvey
Mr. G. McGuire	Cllr. T. Ridge

*In the Chair*

Ald. M. Mooney

*Officers in Attendance*

Mr. P. Donnelly, Chief Executive Officer  
 Mr. H. Kane, Assistant Chief Executive  
 Mr. M. Rogan, Assistant Chief Executive  
 Mr. D. Lyons, Director of Finance  
 Mr. T. McMahon, Director of Human Resources  
 Ms. M. Queally, A/Assistant Chief Executive  
 Ms. C. Cuffe, A/Assistant Chief Executive  
 Mr. J. Leech, Management Accountant  
 Mr. F. Mills, Director for Social Inclusion  
 Mr. R. Kavanagh, Senior Manager, Operations  
 Mr. K. Cleary, Senior Manager, Operations  
 Ms. A. Barry, Office Manager, Operations  
 Mr. R. Healy, Board Secretary  
 Ms. P. Dempsey, Administrative Support, C.E.O.'s Office  
 Ms. A. Farrell, Administrative Support, C.E.O.'s Office

*In Attendance*

Dr. B. Doody, A/Clinical Director, Child & Adolescent Psychiatry Services

**57/2003**

**CHAIRMAN'S BUSINESS**

At the outset, Ald. M. Mooney, Vice-Chairman of the Board, informed members that she would be chairing the meeting as Cllr. T. Ridge, Board Chairman, was unable to attend.

Members were invited to join with Ald. Mooney, Chairman, in standing for a minute's silence to express sincere sympathy to those whose names were included on the list of condolences.

The Chairman also advised members of the following:-

**1. *Launch of Staff Handbook***

I would like to inform members that the launch of the South Western Area Health Board Induction Handbook, Employee Relations Handbook and Policies & Procedures Manual will take place at 4.15 this afternoon here in the foyer of Oak House.

All members are welcome to attend. Cllr. Jim Reilly has kindly agreed to perform the launch.

**2. *Joint Standing Committee Meeting***

I would like to inform members that the Joint Standing Committee Meeting to deal with the Provider Plan has been re-scheduled for 11.00 a.m. on Wednesday, 11<sup>th</sup> June, 2003, to take place at Cherry Orchard Hospital. Details will be notified to members in due course.

**3. *Advance Accommodation, St. Loman's Hospital – Official Opening***

I would like to inform members that the official opening of the Advance Accommodation at St. Loman's Hospital will take place at 3.00 p.m. on Thursday, 19<sup>th</sup> June, 2003. Invitations will be forwarded to members in the near future.

This building accommodates patients and staff from Unit F, Occupational and Nursing Administration, Social Work, Psychology and Medical Records.

**4. *Annual General Meeting***

As members are aware, in previous years the A.G.M. of the Area Health Boards took place after the E.R.H.A. A.G.M. Bearing this in mind, and having consulted with Cllr. Therese Ridge, I propose, if it is acceptable to members, that we hold the A.G.M. of the South Western Area Health Board on Wednesday, 9<sup>th</sup> July, 2003, at 2.00 p.m. here in the Board Room, Oak House.

The July Board Meeting will take place as scheduled at 2.00 p.m. on 1<sup>st</sup> July, 2003, in St. Vincent's Hospital, Athy, Co. Kildare.

**58/2003**

**MINUTES OF PROCEEDINGS OF BOARD MEETING HELD ON 6TH MAY, 2003**

The minutes of the proceedings of the Board Meeting held on 6<sup>th</sup> May, 2003, having been circulated, were confirmed on a proposal by Cllr. J. Reilly, seconded by Cllr. M. Miley.

59/2003

**QUESTIONS TO THE CHIEF EXECUTIVE OFFICER**

On a proposal by Cllr. M. Miley, seconded by Cllr. J. Reilly, it was agreed to answer the questions which had been lodged.

**1. Dr. Kieran Harkin**

“With regard to the social work departments in each of the Community Services Areas of the South Western Area Health Board, could the C.E.O. please describe;

- their function and range of responsibilities;
- the capacity of the departments to fulfil their functions and responsibilities;
- plans to remove any capacity deficit which may exist?”

**Reply:**

- The aim of the social work service is to promote and enhance the health and social well-being of all children and families in the South Western Area Health Board area, paying particular attention to those most vulnerable. The work of the departments has a particular function in fulfilling the health board’s duties as outlined in the Child Care Act (1991) and ensuing regulations, and also in providing services in keeping with the Adoption Acts (1952 to 1998), Children Act 2001 (to be implemented on a phased basis), Protection of Children (Hague Convention) Act 2000 and others. The provision of services can be clustered under 3 broad headings:
  - Family Support
  - Child Protection and Welfare
  - Child Placement
- There are approximately 2,500 new referrals (families) to the social work departments in the South Western Area Health Board annually. Approximately 2,160 cases (families) are open to the departments at any one time. Because of the nature of the work, and particularly because of the child protection function, all areas operate a daily emergency duty service to respond to crisis situations.

The work ethos in the departments is to work in partnership with families and other service providers in the community to promote welfare. To provide the above services, the board’s capacity is as follows:-

<b>Description</b>	<b>Approved Posts</b>	<b>Positions Filled</b>	<b>Vacancies</b>
Principal Social Workers	4	4	0
Social Work Team Leaders	26.5	26.5	0
Social Workers	135	107.5	27.5

- Our Board is endeavouring to fill existing social work vacancies while keeping within employment ceiling levels.

**2. Dr. Siobhán Barry**

“Re: Intellectual Disability Services in the South Western Area Health Board.

Could the C.E.O. outline the quantity and range of services available within the Board’s area, and specifically comment on whether there is uniformity of availability and accessibility of services, irrespective of whether service providers come from the statutory or voluntary sector?”

**Reply:**

Intellectual Disability services in the South Western Area Health Board are provided by 14 different agencies, each with its own philosophy and ethos. Approximately 3,000 Intellectual Disability service users avail of these services.

The services range from diagnostic and assessment, early intervention, pre-school special schools, developmental educational centres, to day activity, vocational training, sheltered workshops and supported employment. The range of services provided by each agency varies, as do the needs of the individuals.

Each service provider has its own criteria for admitting service users. These criteria are broadly based on the provider’s ability to meet the identified needs of the particular individual.

The Intellectual Disability Database is the planning tool used in consultation with E.R.H.A., the South Western Area Health Board and service providers to highlight and address individual’s needs.

Difficulties can arise where a person avails of services outside the jurisdiction of the Board or who attend mainstream schools as their need for services on reaching adulthood or on completion of education is not always captured on the database. Therefore, it is difficult to plan for these individuals.

The allocation of new day places is done through a consultative process and at all times is reflective of the individual’s needs.

The demand for services exceeds the available resources to provide services and families’ preferences or a consultant’s referral to a particular service can lead to an individual being on a waiting list for a particular agency when a vacancy exists in another agency.

These issues are currently being examined and addressed by the South Western Area Health Board Intellectual Disability Consultative meeting.

I would suggest that it may be appropriate to provide a more comprehensive report to the Board or relevant Standing Committee in relation to the full range of Intellectual Disability services in our area.

**3. Dr. Siobhán Barry**

“Re: The Child & Family Services: Review of Adequacy 2001.

Could the C.E.O. give a 6-month progress report on the steps taken to promote adequacy and the outcomes achieved following the adoption of this report by the Board in December 2002?”

**Reply:**

A progress report on our Children and Family Services 2001 Review of Adequacy is currently being prepared and, as previously agreed, will be presented to the relevant Standing Committee on 12<sup>th</sup> June, 2003.

**60/2003**

**REPORT 7/2003 – DEVELOPMENT PLAN FOR CHILD AND ADOLESCENT PSYCHIATRY SERVICES FOR THE SOUTH WESTERN AREA HEALTH BOARD**

Mr. M. Rogan, Assistant Chief Executive for Mental Health and Addiction Services, introduced Dr. Brendan Doody, A/Clinical Director, Child and Adolescent Psychiatry Services, who proceeded to give a slide presentation outlining Report 7/2003 on the Development Plan for the Child and Adolescent Psychiatry Services for the South Western Area Health Board [copy filed with official minute].

Members thanked Dr. Doody for his presentation. Discussion followed to which Dr. S. Barry, Cllr. J. Reilly, Ms. M. Hoban, and Dr. B. Murphy contributed and to which Mr. M. Rogan, Dr. B. Doody and the C.E.O. responded as follows:-

- The position regarding the geographical area covered by this service was outlined.
- The current situation regarding access to services was outlined.
- Members’ views regarding current staff vacancies in the service and costings for the development plan were noted.

It was agreed that the development plan be brought back to the relevant Standing Committee, with additional financial information attached, after which the report can then be brought to a future meeting of the Board.

**61/2003**

**C.E.O.’S REPORT**

The C.E.O. read Report No. 8/2003 to members [copy filed with official minute].

Areas covered in the report are set out below:-

- Meath Hospital
- Update re: Management of Infectious Disease Cases
- Falls Prevention Programme
- World No Tobacco Day
- Focus on Fruit Week
- Suicide Prevention – Cinema Campaign

- Information Commissioner's Report
- Data Protection Commissioner's Report
- Refugee Applications Commissioner's Report
- National Drug Awareness Campaign
- W.H.O. Tobacco Global Control Pact
- e-Health
- Legislation to curb Alcohol Advertising
- Back-To-School Clothing and Footwear Scheme

Discussion followed to which Ms. A. Harris, Cllr. J. Reilly, Dr. B. Murphy, Ms. M. Hoban, and Ald. M. Mooney contributed and to which the C.E.O responded as follows:-

- It was agreed to review the enforcement of the ban on smoking on school buses.
- It was proposed that our Board's Health Promotion Department carry out some research into the price of minerals in pubs.
- It was agreed to raise this issue in correspondence with the Minister for Health & Children.
- Further information regarding the timeframe for some of the proposed developments at the Meath Hospital was outlined.

The C.E.O.'s report was noted.

#### **62/2003**

#### **MATTERS FOR MENTION/MATTERS ARISING FROM THE MINUTES**

There were no matters for mention.

#### **63/2003**

#### **PROGRESS REPORTS FROM STANDING COMMITTEE MEETINGS**

On a proposal by Ms. M. Hoban, seconded by Cllr. J. Reilly, the progress report from the Community Services and Continuing Care Standing Committee meeting dated 8th May, 2003, was adopted.

On a proposal by Ms. M. Hoban, seconded by Cllr. J. Reilly, the progress reports from the Disabilities, Mental Health & Addiction and Acute Services Standing Committee meetings dated 7th May, 2003, and 15th May, 2003, were adopted.

#### **64/2003**

#### **PROGRESS REPORT FROM FINANCE & PROPERTY COMMITTEE**

On a proposal by Cllr. J. Reilly, seconded by Ald. M. Mooney, the progress report from the Finance & Property Committee was adopted.

#### **65/2003**

#### **CORRESPONDENCE**

The items of correspondence, as referred to in the C.E.O.'s report, were noted by members.

**66/2003**

**SCHEDULE OF VISITS FOR BOARD MEMBERS AND COMMITTEE MEETINGS  
(JUNE 2003)**

The schedule of visits for Board Members and Committee Meetings for June 2003, which had been circulated with the agenda papers, was noted by members.

**67/2003**

**DATE AND TIME OF NEXT MEETING**

The July meeting of the Board will be held on Tuesday, 1<sup>st</sup> July, 2003, at 2.00 p.m. in St. Vincent's Hospital, Athy, Co. Kildare.

**CORRECT:**

**P. DONNELLY  
CHIEF EXECUTIVE OFFICER**

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**CHAIRMAN**