

SOUTH WESTERN AREA HEALTH BOARD

**Minutes of the proceedings of the meeting of the South Western Area Health Board held
in the Day Care Centre, Baltinglass District Hospital, Baltinglass, Co. Wicklow, on
Tuesday, 7th May, 2002, at 6.00 p.m.**

Present

Mr. P. Aspell
Cllr. T. Cullen
Ms. M. Hoban
Dr. B. Murphy
Sen. T. Ridge

Dr. S. Barry
Ms. A. Harris
Cllr. M. Miley
Cllr. J. Reilly

Non-Voting Members

Mr. G. McGuire

Apologies

Dr. K. Harkin
Cllr. C. McGrath

Ms. N. Harvey
Cllr. C. O'Connor

In the Chair

Sen. T. Ridge

Officers in Attendance

Mr. P. Donnelly, Chief Executive Officer
Mr. S. O'Brien, Assistant Chief Executive
Ms. B. Clarke, Assistant Chief Executive
Mr. P. Bennett, Assistant Chief Executive
Mr. H. Kane, Assistant Chief Executive
Mr. D. Lyons, Director of Finance
Mr. R. Kavanagh, Senior Manager, Operations
Ms. C. Cuffe, Senior Manager, Operations
Mr. R. Healy, Board Secretary
Ms. M. Sheehan, Organisation Development Specialist
Ms. P. Daly, Communications Officer
Ms. A. Farrell, Administrative Support, C.E.O.'s Office

54/2002**CHAIRMAN'S BUSINESS**

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

55/2002**MINUTES OF PROCEEDINGS OF BOARD MEETING HELD ON 9TH APRIL, 2002**

The minutes of the proceedings of the meeting held on 9th April, 2002, having been circulated, were confirmed on a proposal by Cllr. J. Reilly, seconded by Dr. B. Murphy.

56/2002**QUESTIONS TO THE CHIEF EXECUTIVE**

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

1. Dr. Siobhán Barry

Re: Kildare Mental Health Services

- Could the C.E.O. inform the Board when the report commissioned by S.W.A.H.B. on the Mental Health Services in Kildare/West Wicklow would be published?
- As this report was completed in October 2001, could the CEO inform the Board as to why there has been a delay in publishing it?
- Might the C.E.O. indicate the main findings of this report?

Reply:

The South Western Area Health Board commissioned this review as part of the planning process. The report has been completed and was available to staff in the Kildare/West Wicklow mental health services for discussion. No formal publication of the report was envisaged. It is available on request and can be discussed at Standing Committee if members so wish.

The review covers various aspects of the Mental Health Services in Kildare/West Wicklow and also addresses a number of issues which are particular to the services in this area. The issues relate to the number of acute beds available and other care options. The report's findings were included in the Mental Health Services Action Plan which was brought to our Board Meeting last December.

2. Dr. Kieran Harkin

Re: Wastepaper in the South Western Area Health Board

- Would the C.E.O. please estimate the total quantity of wastepaper created annually by the administrative services of the South Western Area Health Board?
- Would the C.E.O. please advise of what percentage is recycled and make a comment on this figure?
- Would the C.E.O. please comment on any policy the board may have on recycling of waste paper?

Reply:

- The type and nature of the work carried out by the Board generates mixed paper, packaging and confidential paper. There are no figures for wastepaper generated by the board. It is impossible to estimate the amount produced. However, it is probable that a large amount of the Board's domestic waste stream is made up of packaging, mixed paper and cardboard.
- The amount of paper recycled by the board from January to December 2001 was 26.4 metric tonnes. The material was made up of confidential paper, mixed paper and magazines. The paper was collected from the various locations in 240 litre wheel-bins or heavy-duty plastic bags, shredded and sent on for recycling. The total amount of bins collected per annum was 416. The average weight per bin was 50 Kg and total weight 20.8 metric tonnes. The remainder was collected in bags. The number of bags collected was 374. The average weight was 15 Kg per bag and the total weight was 5.610 metric tonnes. The amount of paper recycled is akin to the diversion of four and a half, thirty-five cubic yard compactor skips from landfill.
- The South Western Area Health Board's approach to waste management follows the three R's – Reduce, Reuse and Recycle. In several of the Board's locations, material such as glass, cooking oil, cardboard, paper, fluorescent lights, photographic fixer, aluminium cans and textiles are recycled. However, we intend to develop and expand good waste management practice and recycling throughout the Board. It is proposed that a major regional review of waste management be carried out by the Waste Management Unit of Eastern Health Shared Services which would include the South Western Area Health Board. The review will include waste audits, audit analysis, equipment specification, waste database and waste facility design. Leading to an integrated waste management contract with sustainability and recycling as its main goals.

57/2002

PRESENTATION – UPDATE ON ORGANISATIONAL STRATEGY PROCESS IN THE CONTEXT OF THE NATIONAL HEALTH STRATEGY

The Chief Executive Officer gave a slide presentation to members regarding progress to date with the development of our Board's organisational strategy.

Discussion followed to which Dr. S. Barry, Cllr. J. Reilly, and Sen. T. Ridge contributed and to which the C.E.O. responded as follows:-

- Implementation of the organisational strategy is a key factor. Ongoing consultation will take place regarding action plans to facilitate it's implementation. Members will be kept updated on progress with the strategy.

Members noted the presentation.

58/2002

C.E.O.'S REPORT

(The C.E.O.'s Report was presented prior to the presentation on the Organisational Strategy – see 57/2002)

The C.E.O. read Report No. 8/2002 to members (copy filed with official minute).

Areas covered in the report are set out below:-

- Inter-Country Adoption Conference
- MMR Vaccination (a Discussion Pack was circulated to members in this regard)
- Lucan Health Centre
- Clondalkin Mental Health Service
- Orthodontics
- Assistant Chief Executive Portfolios
- Happy Heart Initiative
- Health Promotion Unit
- Meetings with Local Authorities
- Coombe Women's Hospital
- Irish Health Services Accreditation Board
- Tobacco Control Legislation
- Newsletter
- National Anti-Racism Awareness Programme

Members thanked the C.E.O. for his comprehensive and wide-ranging report. Discussion followed to which Cllr. J. Reilly, Dr. B. Murphy, and Mr. G. McGuire contributed and to which the C.E.O. responded as follows:-

- It was agreed that the Chairmen of the two Standing Committees be invited to the next meeting of the Protocol and Procedures Committee (one is already a member of the Protocol & Procedures Committee). The changes to the focus of the Standing Committees will be discussed in light of the forthcoming changes in the Assistant Chief Executives' portfolios.
- It is anticipated that the C.E.O.'s meetings with the local authority City/County Managers in our area will be completed over the next three weeks.
- Information regarding nominations to the Irish Health Services Accreditation Board will be obtained.

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

59/2002**MATTERS FOR MENTION/MATTERS ARISING FROM THE MINUTES**

In response to a query from Cllr. J. Reilly, it was agreed to obtain information for local members regarding the recent re-location of some personnel from the Kildare/West Wicklow Community Services Office.

It was agreed to discuss with the organisation concerned the re-scheduling of the listed service visit for members on 29th May, 2002, due to a clash with a visit to the North Eastern Health Board being organised by the Eastern Regional Health Authority on that date.

60/2002**PROGRESS REPORTS FROM STANDING COMMITTEE MEETINGS**

On a proposal by Mr. P. Aspell, seconded by Ms. A. Harris, the progress report from the Community Services and Continuing Care Standing Committee meeting dated 11th April, 2002, was adopted.

On a proposal by Cllr. J. Reilly, seconded by Dr. B. Murphy, the progress report from the Disabilities, Mental Health & Addiction and Acute Services Standing Committee meeting dated 18th April, 2002, was adopted.

On a proposal by Cllr. J. Reilly, seconded by Cllr. M. Miley, the progress report from the Joint Standing Committee meeting dated 23rd April, 2002, was adopted.

61/2002**NOTICE OF MOTION**

Agenda Item 8.1 Mr. McGuire asked that the following motion be noted and indicated that a similar motion had already been adopted by the East Coast Area Health Board. He requested that a letter he had received from the E.R.H.A. concerning this matter be read into the record of the meeting [copy appended to official minute]. This was agreed.

“That this board ensure that staff retiring from the health service will not be financially compromised and will continue without interruption to have half their salary paid whilst their right entitlements are being processed, and further that this board resolves as a matter of urgency to introduce a fast tracking mechanism whereby staff retiring from the service will receive their lump sum and pension payments within one month on leaving the service.”

Agenda Item 8.2 The motion listed as Item 8.2 on the agenda in the name of Dr. K. Harkin was deferred prior to the meeting at his request

Agenda Item 8.3 The motion listed as Item 8.3 on the agenda in the name of Sen. T. Ridge was deferred at her request.

Agenda Item 8.4 The motion listed as Item 8.4 on the agenda in the name of Dr. K. Harkin was deferred prior to the meeting at his request.

**62/2002
CORRESPONDENCE**

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

**63/2002
SCHEDULE OF VISITS FOR BOARD MEMBERS AND STANDING COMMITTEE
MEETINGS (MAY 2002)**

The schedule of visits for Board Members and Standing Committee meetings for May 2002, which had been circulated with the agenda papers, was noted by members.

**64/2002
DATE AND TIME OF NEXT MEETING**

The June meeting of the Board will be held on Tuesday, 4th June, 2002, at 2.00 p.m. in the Board Room, South Western Area Health Board Headquarters, Oak House, Millennium Park, Naas, Co. Kildare.

**CORRECT: P. DONNELLY
CHIEF EXECUTIVE OFFICER**

CHAIRMAN