

Minutes of the Board of Directors Meeting held in the Boardroom of Our Lady's Children's Hospital Crumlin on Wednesday, 27th February, 2013 at 4.30pm.

Some items have been redacted in line with the Freedom of Information Acts 1997 & 2003

Present

Mr. John Hennessy, (Deputy Chairperson), Mr. Lorcan Birthistle (Chief Executive), Mr. John Healy, Ms. Geraldine Hickey, Ms. Mary Kelly, Sr. Anna Kennedy, Councillor Ruairi McGinley, Mr. Frank Magee, Councillor Michael O'Sullivan, Mr. Turlough O'Sullivan, Ms. Geraldine Regan, Dr. Sean Walsh & Mr. Paul White.

In Attendance

Ms. Suzanne Allen, Dr. Colm Costigan, Ms. Pamela McDonald (Company Secretary), Mr. Simon Moores & Ms. Noreen Johnson.

Prof. Andrew Green & Ms. Claire Rice (present for Item 13.2.3.1)

Prof. Alf Nicholson (present for Item 13.2.3.7)

Apologies

Archbishop Diarmuid Martin, Mr. John Byrne & Mr. David Devlin.

13.2.1 Draft Minutes

Draft minutes of meeting held on 30th January, 2013 having been circulated, **WERE APPROVED** and signed by the Deputy Chairperson, John Hennessy.

Action: Approved

13.2.2 Matters Arising

Nil

13.2.3 Chief Executive's Report

Chief Executive's Report for February, 2013 was presented to the meeting by Mr. Birthistle & the Corporate Management Team:

13.2.3.1 Research Ethics Committee

Prof. Andrew Green, Chairman and Ms. Claire Rice, Secretary presented to the Board an overview of the OLCCH Research Ethics Committee Report 2012.

(Redacted)

Mr. L. Birthistle spoke to:

13.2.3.2 States Interest

Councillor M. O'Sullivan outlined recent discussions which took place with Mr. Paul de Freine, HSE Chief Architectural Advisor. Mr. J. Byrne, Councillor M. O'Sullivan, Mr. L. Birthistle & Ms. G. Regan represented the Board of Directors at this meeting. Any proposed outline agreement regarding this matter will be brought back to the Board for approval.

Action: M. O'Sullivan/J. Byrne. L. Birthistle/G. Regan

13.2.3.3 National Paediatric Hospital

Mr. Birthistle outlined the role of the present shadow Development Board established by the Minister for Health, Dr. James Reilly.

Letter dated 26th February, 2013 from Dr. Ambrose McLoughlin, Secretary General, Department of Health to the chairmen of the three paediatric hospitals regarding the Administrative Board was reviewed & discussed. The Board **AGREED** to the content of letters & paper of 15th February, 2013.

Action: Agreed

13.2.3.4 Northern Ireland Paediatric Congenital Cardiac Surgery

Mr. Birthistle stated that the hospital has treated (Redacted) patients from Northern Ireland year to date & continues to see emergency patients as agreed. Discussions with the HSE & DOH are ongoing.

Action: L. Birthistle

13.2.3.5 Special Delivery Unit - OPD

Item deferred. Ms. S. Hayden will speak to report at next meeting

Action: Deferred

13.2.3.6 HSE Service Plan

Mr. Birthistle confirmed that the hospital awaits clarification & agreement from the HSE in relation to 2013 funding before Service Level Agreement will be presented for Board agreement. The Board emphasised the critical importance of continued monitoring of risk. A cost containment plan is currently being prepared.

Action: L. Birthistle/S. Moores

13.2.3.7 Paediatric & Neonatology Programmes

Prof. Alf Nicholson, HSE Paediatric Clinical Lead, presented to the Board on Paediatrics & Neonatology Clinical Programmes. Prof. Nicholson outlined the enormous enthusiasm evident between specialities and institutions to develop clinical programmes.

Action: Noted

13.2.3.8 Minutes of Board Minutes

The Board **AGREED** that the approved & signed minutes of Board meetings, subject to any necessary redaction, be published on the hospital website.

Action: Agreed

Ms. Suzanne Allen spoke to:

13.2.3.9 SAP HR & Payroll Project

Ms. Allen confirmed that the project formally commenced on 4th February, 2013.

Action: Noted

Ms. Geraldine Regan spoke to:

13.2.3.10 GOSH Review

Ms. Regan reported that a multi-disciplinary team is visiting Birmingham Children's Hospital on 27th February in relation to pre-admission assessment clinics.

13.2.3.11 Quality/Risk/Standards

Ms. Regan updated the Board on the hospital's Quality Risk & Standards Self Assessment & Quality Improvement Programme for 2013. The Board requested monthly progress reports.

Action: G. Regan

13.2.3.12 HIQA Announced Monitoring Assessment

Ms. Regan confirmed that an announced inspection of the hospital will take place on 20th March, 2013. The hospital will be assessed against the National Standards for the Prevention and Control of Healthcare Acquired Infections.

Action: Noted

Mr. Simon Moores spoke to:

13.2.3.13 Budget 2013

Mr. Moores confirmed that the hospital received 2013 Revenue Allocation on 18th February, 2013. A meeting with the HSE took place on 25th February, 2013 where the hospital outlined serious concerns that despite good performance in 2012, the hospital had received a reduced allocation. A cost containment plan of €4m, which remains a significant challenge, is now being prepared for Board discussion in March.

Action: S. Moores/L. Birthistle

13.2.4 Finance Committee

Minutes of the Finance Committee Meeting of 28th November, 2012, were noted. Policy for the management of Charitable Funds, circulated on Friday 22nd January, 2013, under separate cover, was **APPROVED**.

Action: Approved

13.2.5 Audit Committee

Minutes of the Audit Committee held on 8th January, 2013, were APPROVED. Mr. P. White, on behalf of the Chairman, provided an update of the Audit meeting held earlier this month.

Action: Approved

13.2.6 Governance Committee

Mr. T. O'Sullivan reported that draft terms of reference for sub-committees will be circulated to the Board for approval at the March meeting. Governance Committee will also make a recommendation to the Board in relation to clinical risk & board oversight of risk.

Action: T. O'Sullivan

13.2.7 Consultant Appointments

No appointments for approval.

13.2.8 Any Other Business

No business for discussion.

There being no further business, the meeting then concluded.

Date of next meeting: Wednesday, 20th March, 2013, commencing at 4.30 p.m.