



Tallaght University Hospital Board Meeting
Robert Graves Postgraduate Centre
Tallaght Hospital
23rd April 2018
08:00-10:00

Present:

Board member

Mr. Liam Dowdall (LD)
 Dr. Jim Kiely (JK)
 Ms. Anna Lee (AL)
 Mrs. Mairead Shields (MHS)
 Prof. Patricia Barker (PB)
 Mr. David Seaman (DAS)
 Dr. Anne-Marie Brady (AMB)
 Archdeacon David Pierpoint (DP)

In attendance:

Mr. David Slevin (DS)
 Dr. Catherine Wall (CW)
 Ms. Aine Lynch (ALyn)
 Dr. Daragh Fahey (DF)
 Mr. John Kelly (JK)
 Dr. Siobhán Ní Bhraín (SNiB)
 Ms. Lucy Nugent (LN)
 Ms. Madeline O' Neill (MO'N), Board Secretary

Apologies

Mr. Mark Varian (MV)
 Prof. Kathy Monks (KM)
 Prof. Paul Ridgway (PR)

No.	Agenda Items	Decisions Made	Action By
		Board only time	
18.03.01	Apologies	Apologies were noted.	
18.03.02	Patient's Story	<p>Alyn advised that a letter was received in January about the experience a patient had while attending the colposcopy department at the Hospital. The patient outlines how impressed she was from her first appointment to the department. The patient advised that everyone she encountered during her time attending the department and the Hospital have been professional, courteous, friendly and empathetic.</p> <p>Alyn advised the board in respect of a child with a chronic illness who presented with their mother in order to have bloods taken in the Children's outpatient department. Though the child's primary treatment centre is in a neighbouring hospital an arrangement was put in place whereby the child could have their bloods taken at TUH. The mother of the child advised of her dissatisfaction in respect of an encounter with a Nurse in the OPD and felt very upset as a result. The learnings from this matter are recognised and implemented by the Hospital.</p>	
18.03.03	New Declarations of Interest	<p>DP made a declaration to the Board in respect of one particular matter and advised that he will excuse himself from any future discussions at Board meetings which may present a conflict of interest in this regard.</p> <p>No further declarations of interest were made.</p>	

18.03.04	Minutes of Previous Meeting	Minutes of the meeting held on 26 th March 2018 were approved for signing subject to one amendment.	
18.03.05	Issues Log	<p>The issues log was reviewed and noted.</p> <p>LD advised of the recent passing of Mr. Mark Owen RIP who will be sadly missed by all his colleagues at the Hospital.</p>	
18.03.06	<p>Regular updates Chairman's update & Nominations Committee update</p> <p>CHG Sub Group & Review of the Legal and operational implications of the 'demerger of the NCH'</p> <p>Finance committee update</p> <p>Staff & Organisation Development committee update</p>	<p>LD advised that a meeting is planned for 18th May 2018 with Mr. David Duffy, to set out a plan to provide assistance to the Nominations committee.</p> <p>It is intended to arrange Board induction for the new Board members in June or July.</p> <p>A meeting is arranged to meet with the President of the Hospital on 24th April 2018.</p> <p>LD reminded the Board that the May meeting will be a special meeting of the Board to deal with the Annual Financial Statements, the Statement of Internal Controls by the Executive Management Team, the Annual Compliance Statement and the Annual Corporate Report.</p> <p>LD thanked PB for all her work and commitment in relation to managing the AFS.</p> <p>JKie advised that the CHG Sub Group have not met since the last Board meeting. JKie also advised that the review of the legal and operational implications of the demerger of the NCH is an ongoing process.</p> <p>A briefing note, prepared by LN, regarding legal and operational updates in respect of paediatric services was circulated in advance of the meeting and taken as read.</p> <p>The next meeting of the Finance committee is due to take place on 2nd May 2018.</p> <p>DAS advised that the committee acknowledged the work of all staff during Storm Emma.</p> <p>The committee noted the appointment of Sharon Larkin to the role of Director of HR and wished Sharon every success in the role.</p> <p>The committee also noted a potential conflict of interest which was brought to the attention of the committee by its member Mr. Brendan Mulligan. The Hospital Board discussed this matter and found there to be no conflict of interest in this regard.</p>	

	<p>Quality, Safety & Risk Management committee update</p> <p>Audit committee update</p>	<p>MHS advised that the QSRM Board committee has not met since the last meeting of the Board.</p> <p>PB advised that the Audit committee met on 5th April 2018 and reviewed in detail the Annual Financial Statements for 2017. The committee will formally meet the external Auditors on 26th April 2018 to identify any issues of note. The AFS for 2017 will be circulated to the Hospital Board before its next meeting in May.</p> <p>PB reiterated that each individual Board member has a legal obligation to review and understand the Annual Financial Statements and if there are any items which need to be clarified to ask the questions.</p> <p>PB advised the Board that the Hospital trading as a Going Concern will be a matter for discussion with the external Auditors.</p>	
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18.03.07	Integrated Management Report	<p>CEO Report</p> <p>DS provided an update to the Board in respect of Capital development plans in line with TH’s Clinical Services Strategy under the following headings:</p> <ol style="list-style-type: none"> 1. The SIMMS Building. 2. ICU 12 bed extension. 3. New Renal Development. 4. New Children’s Hospital. 5. Redevelopment of front entrance of site and building. 6. Proposed land at acquisition. 7. Proposed 6 floor development 8. Proposed offsite surgical day-care unit. 9. Proposed relocation of the CRY Unit offsite. 10. Opportunity to expand medical day-care services at Tallaght Cross West. 11. Trading name ‘Tallaght University Hospital’. <p>DS provided an update with regard to the following Governance issues as follows:</p> <ol style="list-style-type: none"> 1. DMHG/ Board CEO. 2. CHG Legal Entity. 3. Tallaght University Hospital Foundation <p>DS provided a further update to the Board in respect of two items which were not included in the IMR.</p> <ol style="list-style-type: none"> 1. Unannounced HIQA visit to the Hospital on 19th April 2018. 2. The sad and unfortunate incident which occurred in the Emergency Department the previous weekend. <p>LN provided a Performance overview to the Board in line with TH’s Clinical Services Strategy under the following headings:</p> <ol style="list-style-type: none"> 1. Quality Safety and Risk Management. 2. Operations. 3. Finance. 4. Human Resources. <p>It was agreed to include some descriptive narrative beside the statistics in the IMR.</p> <p>Medical Board Report</p> <p>SNiBhr advised that there is no update since the last meeting of the Hospital Board.</p>	
18.03.08	Contracts	<p>A briefing paper in respect of Contracts for approval by the Board was circulated in advance of the meeting and taken as read. Following discussion the Board approved the relevant contracts proposed by DAS and seconded by JKie.</p>	

18.03.09	Establishment of a Board committee regarding the Independent Review Group	A briefing paper in respect of the establishment of a Board committee regarding the Independent Review Group was circulated in advance of the meeting and taken as read. The Board approved the proposal outlined in the briefing paper. Proposed by PB and seconded by DP.	
18.03.10	End of Life Presentation	A presentation by the Director of Nursing in respect of End of Life Care was circulated in advance of the meeting. Board members discussed this matter in detail and thanked Alyn for a very valuable and informative presentation.	
18.03.11	Hospital's key clinical service risks	A briefing paper in respect of the Hospital's key clinical service risks was circulated in advance of the meeting and taken as read. DF provided a further verbal update in this regard.	
18.03.12	AOB	There was no further business to conduct and this concluded the business of the meeting.	
18.03.13	Next Meeting	21 st May 2018 at the Robert Graves Postgraduate Centre.	

Apologies to Ms. Madeline O'Neill, Board Secretary on 4143845/ Madeline.oneill@amnch.ie