



**Tallaght Hospital Board Meeting**  
**Robert Graves Postgraduate Centre**  
**Tallaght Hospital**  
**22<sup>nd</sup> January 2018**  
**08:30-10:00**

**Present:**

**Board member**

Mr. Liam Dowdall (LD)  
 Dr. Jim Kiely (JK)  
 Ms. Anna Lee (AL)  
 Mr. Andreas McConnell (AMcC)  
 Mr. David Seaman (DAS)  
 Prof. Kathy Monks (KM)  
 Prof. Patricia Barker (PB)  
 Archdeacon David Pierpoint (DP)

**In attendance:**

Ms. Lucy Nugent (LN)  
 Mr. Dermot Carter (DC)  
 Ms. Aine Lynch (ALyn)  
 Dr. Daragh Fahey (DF)  
 Mr. John Kelly (JK)  
 Dr. Siobhán Ní Bhraín (SNiB)  
 Ms. Madeline O' Neill (MO'N), Board Secretary

**Apologies**

Mrs. Mairead Shields (MHS)  
 Mr. David Slevin (DS)  
 Dr. Catherine Wall (CW)

No.	Agenda Items	Decisions Made	Action By
		<b>Board only time</b>	
18.01.01	<b>Apologies</b>	Apologies were noted.  LD reminded Board members to submit completed Ethics Statements at the earliest convenience.	
18.01.02	<b>Patient's Story</b>	Alyn advised the Board in respect of correspondence received from a family member of a 72 year old patient who was admitted to the Hospital in recent weeks. The family of the patient commended the Hospital on the very efficient system which they experienced and thanked all staff members for their kindness and respect shown to the patient during her stay.  Alyn advised in respect of a letter of complaint received in relation to a patient who was dissatisfied with the level of communication which he receives from the Hospital and in particular in respect of Cardiology and Physiotherapy appointments. The treating Consultant Cardiologist contacted the patient directly and an appointment has been arranged for early in the New Year. Likewise and appointment has been made for a physiotherapy appointment for the patient.  A briefing paper in respect of using a casebook approach to bring Patient Complaints to the Hospital Board, with a focus on learning, was circulated in advance of the meeting and taken as read.	

		<p>The Hospital Board agreed to trial this new approach over a period of three Board meetings and then review it in order to ensure that it is meeting the needs of the Hospital Board.</p> <p>The importance of the Patient Advocacy department presenting at the Hospital Board each year was noted.</p>	<b>ALyn</b>
<b>18.01.03</b>	<b>New Declarations of Interest</b>	<p>AMcC made a declaration of interest and advised that he has been appointed to the role of Chairman of the newly established Tallaght University Hospital Foundation and also advised that he is resigning from the Hospital Board on today's date 22<sup>nd</sup> January 2018.</p> <p>Pat Barker declared that Kieran Wallace, partner in KPMG, who has been appointed liquidator of The Haughton Institute, was a partner of her husband, Robert. However, Robert is now retired from KPMG and she felt, and it was agreed by the Board, that there was no conflict of interest.</p> <p>No further declarations of interest were made.</p>	
<b>18.01.04</b>	<b>Minutes of Previous Meeting</b>	Minutes of the meeting held on 20 <sup>th</sup> November 2017 were approved for signing.	
<b>18.01.05</b>	<b>Issues Log</b>	The issues log was reviewed and noted.	
<b>18.01.06</b>	<b>Regular updates Chairman's update</b>	<p>LD advised the Board of the recent appointment of Professor Paul Ridgway to the role of Clinical Director of Surgery. LD welcomed Professor Ridgway to this very important role.</p> <p><b>Independent Review Group (IRG)</b> LD advised that a group from the Hospital Board met with the IRG on 23<sup>rd</sup> November 2017. This proved to be a very positive engagement. Public consultation in this regard is expected in March/April 2018. It was noted that the Hospital intends to seek external assistance with regard to collaboration with the Foundations. LD together with JKie may consider establishing a small committee, to include membership of the Executive Management Team, to oversee the submission to the DoH in this regard. LD to revert to the Board with an update in due course.</p> <p><b>Voluntary Healthcare Forum (VHF)</b> LD advised that he and the CEO met with Ms. Patricia Doherty, VHF Director late last year. A plenary meeting of this Forum took place on 18<sup>th</sup> January 2018. LD to revert to the Board with an update in due course.</p> <p><b>Hospital Board Vacancies</b> LD advised that the filling of current vacancies on the Hospital Board is progressing well and an update will be provided to the Board in due course.</p> <p><b>Meetings</b> LD advised that a meeting has been requested with senior officials within the DoH and HSE and a response is awaited in this regard.</p>	<p><b>LD</b></p> <p><b>LD</b></p> <p><b>LD</b></p>

	<p><b>Nominations committee</b></p> <p><b>CHG Sub Group</b></p> <p><b>Finance committee update</b></p> <p><b>Staff &amp; Organisation Development committee update</b></p> <p><b>Quality, Safety &amp; Risk Management committee update</b></p> <p><b>Audit committee update</b></p>	<p>LD advised that a scope for external support to the Nominations committee is being progressed at present and an update will be provided to the Board at the March meeting.</p> <p>JKie advised that a meeting of the CHG Sub-Group and the Foundations, together with the Hospital's legal advisor in attendance, took place on 11<sup>th</sup> January 2018. The group discussed the requirement for amendments to the Charter consequent to the demerger of the NCH, amendments consequent to the transfer of paediatric services and an opportunity to update and refresh the Charter. This was a very positive engagement.</p> <p>JKie advised the Board in respect of the timelines in which the Hospital is required to work. A formal proposal will be brought to the Board at the March Board meeting. A summary of the suggested changes to the Charter will be circulated to the Hospital board in advance of the Board meeting in March 2018.</p> <p>Minutes of the Finance committee meeting of 16<sup>th</sup> November 2017 were circulated in advance of the meeting and taken as read. JKie advised that a draft Relationship Agreement in respect of Tallaght University Hospital Foundation was discussed at this meeting. DC and DS met with the Hospital's legal advisor to ensure the interests of the Hospital are guaranteed. A formal proposal will come to the Board in due course.</p> <p>DAS advised that the SOD committee has not met since the last meeting of the Hospital Board. DAS provided an update on in respect of the Walkways project and the success that the Hospital has achieved in this regard. The next meeting of the committee is scheduled to take place on 7<sup>th</sup> February 2018.</p> <p>Minutes of the QSRM Board committee of 16<sup>th</sup> November 2017 were circulated in advance of the meeting. DF advised that the committee discussed the work programme for 2018 and presented to the committee in respect of the Risk Register.</p> <p>Minutes of the Audit committee meeting, of 7<sup>th</sup> December 2017 were circulated in advance of the meeting. PB advised that this was a joint meeting of the QSRM Board committee and the Audit committee. PB also advised that the Annual Report of the Audit committee will come to the Board for the March Board meeting. It was noted that an external review of the Audit committee will be postponed until 2019 and a self-evaluation will be complete in the coming weeks.</p>	<p><b>LD</b></p> <p><b>JKie</b></p> <p><b>JKie</b></p> <p><b>JKie</b></p>
18.01.07	<b>Integrated Management Report</b>	<p><b>CEO Report</b></p> <p>LN provided an update to the Board in respect of Capital development plans in line with TH's Clinical Services Strategy</p>	

under the following headings:

1. The SIMMS Building.
2. ICU.
3. Renal.
4. National Children's Hospital.
5. Redevelopment of front entrance of site and building.
6. Hospital Name.
7. Proposed land at acquisition.
8. Proposed 6 floor development
9. Proposed offsite day-care unit.

LN advised that HSE notification was received on 20<sup>th</sup> December advising the Hospital that the funding commitment of €14.6m for the Renal Unit, which was formally approved in June 2017 is now being withdrawn. It was noted that the CEO, D/CEO and the Director of Estates and Facilities have met with senior officials at the HSE and expressed concern at the decision to withdraw funding in this regard.

The Hospital Board expressed its disappointment at the decision to withdraw funding for the Renal Unit at the Hospital.

LD reminded the Board that he has requested meetings with the Secretary General of the DoH and the Director General of HSE and assured the Board that the Renal matter will be raised at these meetings.

The Board was advised that Mr. Ronan Foley, CEO of the Tallaght University Hospital Foundation commenced in his role on 5<sup>th</sup> January 2018. Mr. Foley will be invited to present to the Hospital Board over the coming months.

DS

LN provided an update to the Board in respect of Policy developments in line with TH's Clinical Services Strategy under the following headings:

1. DoH Health Service Capacity Review.

Board members sought assurance from the Executive that TH Clinical Services Strategy is embedded in the DMHG Strategy 2018-2023. Assurance was provided by the Executive in this regard.

LN provided an update with regard to the following operational matters:

1. EMT.
2. Public Private Healthcare.

LN provided an update with regard to the following Governance issues as follows:

1. DMHG CEO appointment.
2. CHG Legal Entity.
3. Trinity Health Ireland.
4. Haughton Institute.
5. Tallaght University Hospital Foundation.

LN advised that despite a challenging year, in terms of overall

		<p>performance the Hospital finished 2017 in line with activity predictions across Operations, Human Resources and Finance.</p> <p>JK provided an update in respect of performance targets regarding:</p> <ol style="list-style-type: none"> <li>1. Review of 2017.</li> <li>2. Scheduled Care.</li> <li>3. Unscheduled Care.</li> </ol> <p>DC advised that the Hospital's final outturn for 2017 is €229.5m. This represents a growth inn cost of 9.8%/€20.5m versus full year 2016.</p> <p>It was noted that the HSE have not confirmed the Hospital's allocation for 2018. The Hospital is projecting a net outturn of €236.7m for 2018 based on an existing level of service.</p> <p><b>Medical Board Report</b></p> <p>SNiBhr advised that the Medical Board have not met since the last meeting of the Hospital Board and there is nothing to report at this time. LD thanked SNiBhr for her recent correspondence on behalf of the Medical Board.</p>	
18.01.08	<b>Approval to sign 2018 SLA with the HSE</b>	<p>LN advised the Board that the Hospital has received a draft Service Level Arrangement (SLA) from the HSE with changes from the 2017 document highlighted. The Hospital is requested to sign the SLA by the end of February. It was noted that the budget and activity will be populated once agreed by the Group.</p> <p>DC advised that the HSE are requesting that the Hospital adopts the HSE financial management system.</p> <p>It was agreed that DC will research the systems in place in this regard in the National Audit Office in the UK where they have a financial management maturing model which has proven to be successful. DC to revert to the Board in this regard.</p> <p>LN advised the Board that the Executive are reviewing the SLA at present and will revert to the Board, for final approval, on completion of same.</p>	<p>DC</p> <p>LN</p>
18.01.09	<b>AOB</b>	<p>LD informed the meeting that Andreas McConnell is resigning from the Hospital Board to take up the role of Chair of Tallaght University Hospital Foundation. LD advised that this is Andreas last meeting with the Hospital Board. LD thanked Andreas for his tremendous contribution and support to the Hospital Board and committees of the Board over the years and wished him every success for the future.</p>	

		<p>LD advised the Board that Mr. Eddie Brown resigned from the Hospital Board on 15<sup>th</sup> January 2018. LD thanked Mr. Brown for his support during his tenure of service on the Board.</p> <p>There was no further business to conduct and this concluded the business of the meeting.</p>	
<b>18.01.10</b>	<b>Next Meeting</b>	26 <sup>th</sup> March 2018 at the Robert Graves Postgraduate Centre.	

**Apologies** to Ms. Madeline O'Neill, Board Secretary on 4143845/ [Madeline.oneill@amnch.ie](mailto:Madeline.oneill@amnch.ie)