



Tallaght Hospital Board Meeting
Robert Graves Postgraduate Centre
Tallaght Hospital
22nd May 2017
07:30-10:00

Present:

Non-Executive Members

Mr. Liam Dowdall, Vice Chair (LD)
 Dr. Jim Kiely (JK)
 Prof. Kathy Monks (KM)
 Ms. Anna Lee (AL)
 Prof. Patricia Barker (PB)
 Mrs. Mairéad Shields (MHS)
 Mr. Andreas McConnell (AMcC)
 Mr. David Seaman (DAS)

Executives in Attendance

Mr. David Slevin (DS)
 Dr. Daragh Fahey (DF)
 Dr. Siobhán Ní Bhrain (SNiB)
 Ms. Aine Lynch (ALyn)
 Ms. Lucy Nugent (LN)
 Mr. John Kelly (JK)
 Mr. Dermot Carter (DC)

Apologies

Archdeacon David Pierpoint (DP)
 Dr. Catherine Wall (CW)
 Dr. Eleanor O' Leary (EOL)

In Attendance

Madeline O' Neill (MO'N)

No.	Agenda Items	Decisions Made	Action By
		Board member only time	
17.05.01	Apologies	Apologies were noted. LD advised that he will Chair the meeting in his role as Vice Chair. LD advised that the External Auditors will join the meeting at 08:15.	
17.05.02	Patient's Story	ALyn advised the Board of correspondence received from a patient who wished to acknowledge and compliment a nurse in the ED who was very kind and provided wonderful care when the patient visited the Hospital recently. ALyn also briefed the Board in respect of correspondence received from a patient who experienced difficulty accessing the Hospital system recently. The lady's concern has since been addressed and the overall matter of Hospital access is being monitored.	
17.05.03	New Declarations of Interest	There were no declarations of interest for noting.	
17.05.04	Minutes of Previous Meeting	Minutes of the meeting held on 11 th May 2017 having been circulated in advance of this meeting were approved for signing subject to three minor amendments.	

17.05.05	Issues Log	The issues log was reviewed and accepted.	
	AGM	<p>Adoption of Annual Financial Statements 2016 The draft Annual Financial Statements (AFS) for the year ended December 2016 were circulated to the Board in advance of the meeting and taken as read.</p> <p>LD welcomed Mr. Kevin Sheehan and Ms. Marguarita Martin(MM) from Deloitte and Ms. Avril Allen and Ms. Eithne Kearney from the Finance Department to the meeting.</p> <p>An update, with minor changes, to the draft AFS was tabled at the meeting. DS advised of one amendment to the letter of representation. DC confirmed that there are no significant issues to report to the Board in relation to the AFS. DC advised that the Audit committee met on 13th April to discuss the AFS and met again 20th April to discuss the AFS together with the external auditors.</p> <p>PB advised that the AFS have been rigorously screened by the Audit committee, the Finance team and the Auditors. PB reminded the Board that DC prepared a briefing paper in respect of the Financial outturn for 2016 and the Financial projection for 2017 for the Board for its meeting on 11th May 2017.</p> <p>PB informed board members of their responsibility as individuals to satisfy themselves with the AFS.</p> <p>The matter of Going Concern was discussed by the Board.</p> <p>The Board sought assurance that the Annual Financial Statements have been comprehensively and vigorously assessed in disclosing all matters. MM provided assurance to the Board in this regard.</p> <p>DC advised that the Audit committee recommend the AFS for 2016 to the Board for approval.</p> <p>Following discussion, the Board adopted the Annual Financial Statements for the year ended December 2016 (<i>proposed by AMcC and seconded by PB</i>). LD thanked DC and the Finance team, and Deloitte for all their work in this regard. Mr. Sheehan, Ms. Martin, Ms. Allen and Ms. Kearney left the meeting at this time.</p> <p>It was noted that the AFS will be posted to the Hospital website in due course and will be sent to the HSE along with the Annual Compliance Statement.</p>	
17.05.06	Regular updates Chairman's update Audit committee update	<p>LD advised the Board that it is planned to have board member representation up to full capacity by September 2017 and sufficient support to board committees also.</p> <p>DS advised that a letter of appointment from the Minister for Health to the Hospital Board should be received this morning.</p> <p>PB advised that the Audit committee have nothing significant to report from its last meeting.</p>	

	<p>Staff & Organisation Development committee update</p> <p>Quality, Safety & Risk Management committee update</p> <p>Finance committee update</p>	<p>DAS advised that the next meeting of the committee will take place in June 2017.</p> <p>AL provided an update in respect of the meeting which was held on 26th April 2017 and advised that Dr. Gerard O’ Connor has been appointed to the role external member on the committee.</p> <p>JK advised that the Finance committee discussed the Financial outturn for 2016 and the Financial projection for 2017 at its last meeting. The Finance committee have nothing additional of significance to report from its last meeting.</p>	
17.05.07	Integrated Management Report	<p>The Integrated Management Report was circulated in advance of the meeting and taken as read.</p> <p>DS thanked LN for updating the format of the IMR.</p> <p>CEO Report Tallaght Hospital’s Clinical Services Strategy DS provided an update in respect of the Clinical Services Strategy with particular note to the following:</p> <ul style="list-style-type: none"> • A summary of key highlights and progress to date will be shared with all staff in June. • The speciality clinical lead oversight group will meet in June to agree next steps in respect of the acute floor, trauma and paediatric objective and review plans for the development of specific medical and surgical specialities. • The Director of Facilities Management & Estates will provide the Board with a progress update on capacity and infrastructural development. <p>Children’s Hospital Group (CHG) DS advised that the Government confirmed capital funding approval for the new Children’s Hospital programme. The latest timeline for the commissioning of the satellite centre is quarter three 2019. A meeting of the Board’s CHG subgroup will be scheduled for June.</p> <p>Governance Issues The DMHG have advised of their intention to remove the performance / escalation notice issued to the Hospital in October 2016 arising from projected financial deficits.</p> <p>DMHG The Group has advised that it intends to share a draft five year strategic plan with Hospitals/Hospital Boards.</p> <p>Risk Issues DS provided a briefing in respect of the recent Cyber attack. A series of further protective measures recommended by the Director of ICT have been approved by the EMT and are in the process of implementation.</p> <p>Communications</p>	LN

		<p>DS advised that RTE have commissioned Independent TV to produce a series of four one hour episodes at profiling trauma services within Dublin. Tallaght has been earmarked as the trauma orthopaedic site.</p> <p>Performance LN advised that the Hospital experienced another busy month across all Directorates and provided an update on the following:</p> <ul style="list-style-type: none"> • Isolation requirements • CRE • Crude Mortality rates • Patient falls • Escalated risks which have been accepted by the DMHG/CHG <p>Financial Issues This matter was discussed during the AFS analysis.</p> <p>Operational Issues</p> <p>JK briefed the Board in respect of scheduled and unscheduled care for the past month. JK advised on the recent engagement with community colleagues and provided an update in respect of the ENT consultant vacancy.</p> <p>QSRM Report DF advised that there has been a marginal increase in crude mortality rates. DF advised that the Hospital’s standardised mortality rate is lower than the national average. This trend will be analysed further at the Mortality committee and DF will report back to the board with findings.</p> <p>DS advised that the Hospital has formally received full funding from the HSE in respect of the SIMMS building.</p> <p>DS provided an update in respect of the redevelopment of the front entrance. The Adelaide Health Foundation and the Meath Foundation have been approached to provide support in this regard. DS acknowledged the continued support to the Hospital from the Adelaide Health Foundation and the Meath Foundation.</p> <p>Medical Board Report There was no update from the Medical Board since the last meeting of the Hospital Board.</p>	DF
17.05.08	Annual Compliance Statement for decision and Signing	<p>A report from the Audit Committee and further documentation in respect of the Annual Compliance Statement (ACS) was circulated in advance of the meeting and taken as read.</p> <p>PB, on behalf of the Audit committee has reviewed the ACS and looked at the supporting documentation and evidence prepared by the CEO and DOF.</p> <p>The board discussed this matter.</p> <p>PB advised that the AC recommends approval of the ACS by the Hospital Board.</p>	

		The ACS was adopted by the Board (proposed by KM and seconded by JK).	
17.05.09	Draft Annual Corporate Report	The draft annual corporate report for 2016 was circulated in advance of the meeting for consideration and feedback. The report was approved for publication subject to some minor amendments (proposed by DAS and seconded by AL).	
17.05.10	Hospital Name Crest & Logo	A briefing paper in respect of the Hospital Name Crest and Logo was circulated in advance of the meeting and taken as read. The Board agreed with the proposal recommended by the CEO (proposed by DAS and seconded by PB).	
17.05.11	AOB	Election of Chairman The Board agreed that Mr. Liam Dowdall is elected Chair of the Hospital Board subject to receipt of correspondence from the Minister for Health Mr. Harris confirming his appointment of Mr. Liam Dowdall to Tallaght Hospital Board. This decision was proposed by Mr. David Seaman and seconded by Professor Pat Barker. On receipt of correspondence from the Minister the Board will be informed by email. There was no further business to conduct and this concluded the business of the meeting.	
17.05.12	Next Meeting	19 th June 2017 at the Robert Graves Postgraduate Centre, Centre for Learning and Development, TH.	

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