



Tallaght Hospital Board Meeting
Robert Graves Postgraduate Centre
Tallaght Hospital
23rd January 2017
07:15-10:00

Present:

Non-Executive Members

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

Executives in Attendance

Ms. Lucy Nugent (LN)
 Dr. Daragh Fahey (DF)
 Dr. Siobhán Ní Bhrain (SNiB)
 Ms. Hilary Daly (HD)
 Mr. John O'Connell (JOC)
 Mr. Dermot Carter (DC)
 Mr. David Slevin (DS)
 Dr. Eleanor O' Leary (EOL)
 Mr. John Kelly (JK)

Apologies

Archdeacon David Pierpoint (DP)
 Dr. Catherine Wall (CW)

In Attendance

Madeline O' Neill (MO'N)

No.	Agenda Items	Decisions Made	Action By
		Board member only time	
17.01.01	Apologies	Apologies were noted.	
17.01.02	Patient's Story	<p>HD advised the Board of a compliment received from a patient who is an advanced nurse practitioner at another hospital. The lady spent some time in the day ward and commended the nursing staff for their professionalism and kindness; she said it was reassuring to experience such excellent care.</p> <p>HD also briefed the Board about the extended timeframe (up to 6 months in some cases) which it can take to respond fully to certain complaints. She advised of a particular case involving a complaint of sub-optimal care in the outpatient department and explained why it took so long to bring the matter to a reasonably satisfactory conclusion. HD also advised that the HSE are establishing a healthcare complaints analysis system.</p>	
17.01.03	New Declarations of Interest	There were no declarations of interest for noting.	
17.01.04	Ethics in Public Office Act	MS reminded board members about the need to complete and return the ethics legislation documentation to the Board Secretary.	
17.01.05	Minutes of Previous Meeting	Minutes of the meeting held on 21 November 2016 having been circulated in advance of this meeting were approved for signing.	

17.01.06	Issues Log	<p>The issues log was reviewed and accepted.</p> <p>MS advised that the Board away day was discussed during board only time and it was agreed that the issues log will be refreshed in conjunction with the 2017 board workplan.</p> <p>The need to capture and track key messages in presentations made to the board was raised.</p> <p>It was agreed that a paper/presentation on Patient Advocacy and Patient Experience/Pastoral Care will be brought to the February board meeting.</p> <p>An update in respect of ICT and the Estates Department will be included in the 2017 board workplan.</p> <p>LN advised that a stakeholder analysis workshop took place on 20th January and was very successful; it was attended by two Board members (KM and AL). LN will revert to the board in due course.</p>	<p>HD</p> <p>MS</p> <p>LN</p>
17.01.07	<p>Regular updates Chairman's update</p> <p>Audit committee update</p> <p>Staff & Organisation Development committee update</p> <p>Quality, Safety & Risk Management committee update</p> <p>Governance & Board Development committee update</p>	<p>MS confirmed that he has received written confirmation from the Minister and the Meath Foundation with regard to re-appointing members to the Hospital board. He advised that he had attended GP study day and volunteers event, and of steps being taken to reinvigorate the Voluntary Healthcare Forum.</p> <p>PB advised that the AC met with the external auditors to discuss the audit plan. The committee's annual report will be brought to the February Board meeting. A formal induction for the AC has taken place and PB thanked, the Internal Auditor and the Finance Team for their input into this process.</p> <p>PB advised that the internal auditor was due to go on maternity leave shortly and appropriate cover arrangements would be required. She highlighted the importance of the internal auditor role and said the AC would welcome any extra resources that could be provided to strengthen this function.</p> <p>DC informed the Board that as part of its audit of the HSE's management of section 38 providers the C&AG will be examining how this operates in the case of Tallaght Hospital; it is expected that the C&AG will spend 10 days at the Hospital in this regard.</p> <p>DAS advised that there is no update from the committee since the last meeting of the Board. The next meeting of the committee is due to take place on 10th March 2017.</p> <p>MHS advised that the QSRM Board committee met on 13th December 2016 and another meeting is scheduled to take place on 16th February 2017.</p> <p>MS advised that the future of the Governance committee is being considered at present and a paper will be brought to board in this regard.</p>	<p>MS</p>

	Finance committee update	LD advised that there is no update from the committee since the last Board meeting and the next meeting of the committee will take place on 15 th February 2017.	
17.01.08	Integrated Management Report	<p>The Integrated Management Report was circulated in advance of the meeting and taken as read.</p> <p>Tallaght Hospital’s Clinical Services Strategy DS advised that TH hosted a DMHG trauma bid workshop on 13 December 2016. The workshop was very well attended by a wide variety of senior clinical leads from both St. James’s Hospital and Tallaght Hospital. A review of the strengths and weaknesses of the draft model of care and associated implementation challenges was undertaken. The timeline of the Department of Health Steering Group report on the issue remains unclear.</p> <p>DS also advised that following a meeting on 16 December of the main consultant group involved in the development of the Clinical Services Strategy, a formal review of the Hospital’s outline development plan was initiated and the Hospital’s Architects were appointed to support this process.</p> <p>DS explained that the design of phase 1 of the proposed ICU build (6 beds) remains ongoing and it is expected that the Hospital will be in a position to seek planning permission (subject to HSE approval) in Q1 2017.</p> <p>National Paediatric Hospital Development Board (NPHDB) DS advised that the tender process for the appointment of the construction company to build the new Children’s Hospital and the two Satellite Centres is nearing completion. It is understood that the NPHDB intends to seek final approval from Government to proceed with the overall project in Feb/March, following which the contractor will be instructed to initiate the enabling works. A construction licence is being drafted by the Hospital’s legal advisors and this will be brought to the Board at the February meeting.</p> <p>Executive Management DS advised that the current Director of Nursing has formally advised of her retirement in April of this year. It is intended to run an open competition in February to fill this post.</p> <p>DS also advised that individual and collective priorities for members of the EMT are currently being finalised. It is intended that this process will conclude in February with an update being provided to the Hospital Board at its February meeting.</p> <p>HSE SLA Part II The DMHG have produced a draft SLA for the Hospital and indicated that the final date for return of a signed SLA will be 28th February 2017. A review of the draft is being conducted with the intention of seeking Board approval at the February Board meeting.</p>	<p>DS</p> <p>DS</p> <p>DS</p>

	<p>Medical Board Report</p>	<p>Operational Issues The Board was briefed about the ongoing management of the CRE challenge and provided with copies of relevant correspondence with the HSE. It was noted there had been a significant reduction in the number of carriers and contacts but that the operational challenge has had a significant impact on isolation facilities, patient experience times and PHI income.</p> <p>JK briefed the Board on operation performance. It was noted that the Hospital had met and exceeded its end year targets for emergency and elective activity. However, non-urgent elective activity continued to be impacted by Norovirus and influenza as well as the increase in ED attendances. It was also noted that that Hospital had received funding last year for various outsourcing initiatives. The focus had been on in-patient and day case patients waiting over 18 months, as well as on orthopaedics, ENT, urology and general surgery.</p> <p>Finance Report DC advised that the Hospital’s projected outturn for 2016 is €208.9m and the latest allocation from the HSE is €204.7m which would mean a deficit of €4.2m. The Hospital had met the gross outturn target and the gap between net allocation and expenditure was being pursued with the HSE.</p> <p>DC also advised that the HSE have not yet provided the Hospital with an allocation for 2017.</p> <p>There was no update from the Medical Board since the last meeting of the Board.</p>	
<p>17.01.09</p>	<p>Appointment from the Board to ‘Friends of Tallaght Hospital</p>	<p>A briefing paper in respect of a proposal for appointment by the Tallaght Hospital Board to the ‘Friends of Tallaght Hospital’ was circulated in advance of the meeting and taken as read. DS informed the Board that there is now a firm plan to incorporate a new entity ‘Friends of Tallaght Hospital’ to generate charitable donations to be used for the benefit of the Hospital’s patients in a way which also engages with Hospital staff, fosters volunteerism in the Hospital and promotes the position of the Hospital in the local community. The new entity will be entirely separate from the Hospital.</p> <p>Following advice from Mason Hayes & Curran and discussions with the Hospital Board Chair and Mr. Andy McConnell, it is proposed that Mr. Ciaran Faughnan, Director of Estates & Facilities Management, be appointed by the Tallaght Hospital Board to this role. This was proposed by LD and seconded by DAS.</p> <p>A further paper will be brought to the Board in due course to address other issues relating to the relationships between the Hospital and the Friends.</p> <p>MS thanked AMcC and DS for their work in developing the ‘Friends of Tallaght Hospital’.</p>	<p>DS</p>
<p>17.01.10</p>	<p>CHG Clinical Services Strategy</p>	<p>MS updated the Board on developments in relation to the proposed legislation to establish the new children’s hospital</p>	

		<p>including revised draft Heads provided to the Legal Entity Committee (LEC) of the CHGB and a meeting between the LEC and the Department on 19 December 2016.</p> <p>LN provided an update about various elements of the paediatric model of care (ED, urgent care, outpatient, day care, short stay observation, diagnostics and inpatient) that might operate on the Tallaght site in the period up to the opening of the new children's hospital, including the move away from the previous "3 - 2 - 1" approach by the CHGB and the potential implications of these for Tallaght Hospital's Clinical Service Strategy and its capacity to meet the growing demand pressures from adult patients. It was agreed that LN will provide the Board with a further update at the March meeting.</p>	LN
17.01.12	AOB	There was no further business to conduct and this concluded the business of the meeting.	
17.01.13	Next Meeting	20 February 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