



Mater Misericordiae University Hospital
Board of Directors Meeting (the "Board")

DATE	Tuesday, 5 December 2023	TIME	4pm	VENUE	In person – Pillar Room and via Zoom
Chair	Mr. David Begg (Chair)				
Minute taker	Ms. Anna Broderick (Company Secretary)				
Members / Attendees					
<input checked="" type="checkbox"/> Mr. David Begg (Chair) DB					
<input checked="" type="checkbox"/> Mr. David O’Kelly (Vice-Chair) (Non-Executive Director) DOK joined at 16.17pm					
<input checked="" type="checkbox"/> Ms. Brid Cosgrove (Director of Finance, Executive Director) BC					
<input checked="" type="checkbox"/> Ms. Anne Vaughan (Non-Executive Director) AV					
<input checked="" type="checkbox"/> Ms. Suzanne Dempsey (Director of Nursing and Deputy CEO) SD					
<input checked="" type="checkbox"/> Ms. Eilis O’Brien (Non-Executive Director) EOB					
<input checked="" type="checkbox"/> Mr. Rod Ensor (Non-Executive Director) RE (via zoom)					
<input checked="" type="checkbox"/> Professor Jim Egan (Executive Clinical Director, Executive Director) JE					
<input checked="" type="checkbox"/> Mr. Pat O’Doherty (Non-Executive Director) (POD)					
<input checked="" type="checkbox"/> Professor Cecily Kelleher (Non-Executive Director) CK (via zoom)					
<input checked="" type="checkbox"/> Dr. Brian Marsh (Chair – Medical Executive, Executive Director) BM joined at 16.20pm					
<input checked="" type="checkbox"/> Professor Mary McMenamin (Non-Executive Director) MMcM (via zoom)					
<input checked="" type="checkbox"/> Ms. Anna Broderick (Company Secretary) AB					
In Attendance					
<input checked="" type="checkbox"/> Mr. Alan Sharp (Chief Executive Officer MMUH) AS					
<input checked="" type="checkbox"/> Ms. Mary Raftery (Interim Director of Nursing) MR					
<input checked="" type="checkbox"/> Mr. Bill Cunningham, Chair of the Audit Committee (left at 16.30pm)					
<input checked="" type="checkbox"/> Dr. Brian McCullough (Clinical Director) BMcC (left at 16.30pm)					
<input checked="" type="checkbox"/> Ms. Ruth Buckley (Risk Department) (left at 16.30pm)					
Apologies					
None					

MINUTES

TOPICS	Action By	Due Date
1.0	Welcome/Apologies	
	The Chair welcomed everyone to the meeting. The Chair noted the terrible events of last month in the city centre and the impact on the hospital. The Board thanked the executive and the staff for their hard work and commitment to MMUH patients.	
	The Chair declared that there was a quorum present and that the meeting could proceed. It was acknowledged that this was a hybrid meeting and each attendee confirmed that they could see and hear each other via the video-conference platform.	
2.0	Declarations of Interest	
	The Chair asked whether any Director has any interest to declare in relation to any item on the Agenda for this meeting and, if any issue arises during the meeting, that such a declaration be made then. Nothing was declared.	
	No declarations of interest were raised.	
3.0	Presentations	

	<p>Presentation from the Company Secretary on SIPO, Ethics in Public Office and Regulation of Lobbying Act 2015. The Directors confirmed that they each received their statement of interest form which have to be returned to the Company Secretary in January 2024.</p> <p>Presentation from Anne Vaughan (AV) on the work of the Quality and Patient Safety (QPS) Committee. Bill Cunningham, Chair of the Audit Committee attended via zoom for the presentation together with Dr Brian McCullagh, QPS clinical lead and Ruth Buckley from the MMUH Risk Department.</p> <p>AV brought the Board through her presentation.</p> <p>The Chair thanked AV for her presentation. CK said that there has been significant engagement by and with the committee members which is welcome and excellent. BMcC thanked AV for her presentation and he noted that hospital is a high risk environment and the work of the Committee and hospital teams is to reduce risk among patient and staff groups. The current external review and feedback being carried out will be important in terms of how QPS can be best in class. There are challenges which MMUH will continue to work on.</p> <p>BC noted that finance, corporate risk etc is captured by the Audit Committee so the ongoing work is to ensure that QPS risk is appropriately captured between the Audit and QPS Committees. BC said that the system Datix will make a significant difference when it is fully up and running.</p> <p>RE thanked AV for the work being done. The Chair noted that when the final HIQA report is available that it will also be shared with the Board.</p>
4.0	<p>Minutes of the meetings dated 24 October 2023 and matters arising</p>
	<p>The minutes of the last meetings held on 24 October 2023 were unanimously approved for signing by the Chair.</p> <p>From matters arising, it was noted that all statutory filings have been completed. It was also noted that MMUH's annual report is available on its website.</p>
5.0	<p>Board report including updates from the Directorates</p>
	<p>The Board Report including the CEO's report was taken as read. The CEO provided the following update.</p> <ul style="list-style-type: none"> • It was confirmed that the HSE embargo applies across the entire health system. The HSE requested that all posts go into a derogation process. MMUH has written to the HSE noting that ceasing recruitment will have an impact for months. A board discussion ensued on the risks of the embargo vis a vis patient care. The loss of administration staff means MMUH cannot plan patient care. Difficult decisions will have to be taken as the embargo is likely to be in place for a number of months to come. This also impacts on staff and it consumes excessive management time. The Board agreed and as notified to the HSE, if there is a critical patient safety issue that the Executive Management Team (EMT) are empowered to proceed to recruit. • Health Performance Visualisation Platform (HPVP) – Following negotiations with the HSE, MMUH is recommending that the Board authorise agreeing to HPVP. The Board agreed and noted that subject to Data Protection Legislation that the MMUH is to work with the HSE on this national platform. • An update on Regional Health Authorities (RHAs) was given to the Board. Final interviews for the Executive Officers for the RHA will be finalised this week and the MMUH will be in the North region. The national services will be managed by the HSE and not the RHA. • Service Level Arrangement (SLA) is being recommended to the Board to sign with a cover letter noting that monies due are to be paid by the HSE by year end. The Board agreed and approved the execution of the SLA with the noted condition regarding payment. • Governance of the Mental Health Unit –A business case is being developed and will be brought back to the Board. The building for the Mental Health Unit is being re-considered due to limitations of the protected building and the need for more beds. • Update given on Major Trauma Centre. • Surgical Hub arrangements have been provided for MMUH review and this will be brought back to Board in the New Year. • Asset replacement is taking place in Radiology as equipment is coming to end of life. MMUH receiving support from HSE to replace in a timely fashion. • An update was given on the new Director of Estates appointment. Based on the written proposal, the Campus Development Office (CDO) is in place and operating well. A presentation will be given to the Board from the CDO. <p>The CEO brought the Board through the increase in activities across the hospital from 2022 to 2023.</p>

	<p>A discussion ensued on inflation increases for capital projects.</p> <p>Congratulations was given to Professor [REDACTED] on her recent award as well as Ms [REDACTED] on her award for Healthcare Security Management award.</p>
6	MMUH Committee Updates
	The Chair noted that updates from each Committee is set out below.
6.1	Finance & General Purposes Committee
	The Chair gave an update on the current financial position of MMUH and the steps taken by the Finance Team in MMUH to address funding needs with the IEHG and the HSE.
6.2	Nominations Committee
	EOB noted Suantrai Board of Directors approved the nomination of a new director, Ms Heather Hawthorne. The MMUH Nomination Committee having reviewed the candidate's CV and taken account of the individual's availability to carry out the role is recommending this nomination to the Board of MMUH. The nomination was approved by the Board.
6.3	Quality and Patient Safety Committee
	AV confirmed that this Committee met on 21 November 2023 with the work to date being captured in her presentation to the Board today.
7.0	Matters reserved for the Board
	<p>Service Level Arrangement 2023 - It was noted that this was addressed under agenda item 5.</p> <p>North Surgical Hub – it was noted that this was addressed under agenda item 5.</p> <p>MMUH Corporate Procurement Plan – this was provided in advance of the meeting and taken as read. This plan was approved by the Board for 2024 to 2027.</p> <p>Procurement Contracts: All briefing notes which were provided in advance were taken as read. The following contracts were considered and approved by the Board of MMUH.</p> <ul style="list-style-type: none"> • The extension of the contract for security services. • The offsite storage and logistics contract. <p>Separately, the Board considered and approved the F&GP Committee of MMUH approving a contract for spinal navigation and robotics system if it needs to be completed in 2023.</p> <p>The Board of MMUH unanimously approved each of the following consultant positions:</p> <ul style="list-style-type: none"> • Post 1 Consultant in Clinical Genetics • Post 2 Consultant Respiratory and General Physician (si cystic fibrosis) • A two year extension of the secondment of the Clinical Lead for Acute Operations Endoscopy Programme was approved. • Potential Secondment of a Consultant to St James's Hospital. The Board approved that this secondment must be brought to the Remuneration Committee for decision subject to the conditions of MMUH's relevant policies being satisfied. <p>Finally. MMUH's report on procurement, management and use of medical devices was taken as read. The Board thanked the EMT for the report.</p>
8	Finance
	<p>The Finance Report was taken as read. BC brought the Board through the projections for 2023 and the impact of the current embargo. The MMUH Finance department has updated the IEHG and the HSE in writing on its finances and the amounts owed by the HSE.</p> <p>At this time with IEHG leaving this month, MMUH does not know who it is to report to in the new RHA.</p>

	<p>BC gave an update on the SLA workshops with the HSE. It was noted that the current finance system provider to MMUH is moving to a cloud based platform which will require MMUH to move as well which will be administratively time consuming for the MMUH Finance department.</p> <p>A research account has been established and this will be brought to the Audit Committee for review next week before coming back to the Board in the New Year.</p> <p>For Portview, the liquidator has been appointed and the process is underway.</p> <p>The Chair thanked BC for all her work in the HSE workshops on the SLA.</p>
9.0	Corporate Governance and Compliance
	<p>The Transport Infrastructure Ireland letter to MMUH was approved by the Board. This is subject to the Railway Order being granted. It was noted that the EMT engaged with all stakeholders from the local community to residents on the works being carried out on site and the impact of the TII construction.</p> <p>The Company Secretary gave an update on the OBGT recommendations. As agreed a summary on the review carried out on MMUH's constitution was provided and accepted by the Board.</p> <p>The Board agreed that the completion of the evaluation report and the comments will be addressed by the Board in January 2024.</p>
10.0	AOB
	<p>An update on Regional Health Authorities was given to the Board. It was noted that the HSE will be in attendance in MMUH for a VHF meeting next week.</p> <p>The Chair wished the board a very happy Christmas and New Year and thanked the Board for their support.</p> <p>As there was no other business, the meeting concluded.</p>
NEXT MEETING	Tuesday, 24 January 2024 @ 4pm
SIGNED (by Chair)	
Actions	<ul style="list-style-type: none"> - That the final HIQA report would be provided to the Board. - Governance of the Mental Health Unit – an update to be provided to the Board. - CDO to give a presentation to the Board in 2024 once the new director of estates is in place. - New research account and associated report to be provided to the Board. - Review of self-assessment evaluation form and comments in January 2024.