

MINUTES OF THE EXECUTIVE COMMITTEE MEETING

In the absence of the Archbishop and the Lord Mayor and in accordance with the Charter, Mr Nicholas Kearns, Deputy Chairman, presided at the Executive Committee meeting held in the Boardroom of the Hospital at 5.15pm on Wednesday, 21st August 2019.

1. Agenda and Attendance

Present at the meeting:

Fr Enda Cunningham	Dr Roger McMorrow	Ms Christine Moran
Mr Frank Downey	Dr John Murphy	Ms Eugénée Mulhern
Mr Aidan Devlin	Prof Declan Keane	Ms Patricia O'Shea
Prof Shane Higgins	Prof. Peter McParland	Ms Mairéad Butler
Mr Nicholas Kearns	Dr Ingrid Browne	Ms Michele Connolly
Cllr James Geoghegan		

In attendance:

Mr Ronan Gavin	Ms Mary Brosnan	Mr Alistair Holland
Secretary/General Manager	Dir. of Nursing & Midwifery	Financial Controller

Apologies received from:

The Lord Mayor	Ms Isabel Foley
Mr David Barniville	Ms Jane McCluskey
Mr Stephen Vernon	Cllr Catherine Stocker
Mr William Johnston	
Cllr Naoise Ó Muirí	

2. Declarations of Conflicts of Interest

There was no declaration of a conflict of interest.

3. Review and Approval of Minutes of Previous Meeting

The minutes of the meeting held on 24th July 2019 were agreed.

4. The Master's Report

During the month there were 1210 inpatient admissions to the hospital of which 1085 were maternity and 28 were gynaecological. A total of 694 mothers of whom 42% were nulliparous gave birth to 712 babies. There were 5 perinatal deaths giving a perinatal mortality rate of 7.02 per thousand. The corrected perinatal mortality rate was 4.21 per thousand. 2 babies died from a lethal congenital malformation and there were three antepartum deaths.

225 mothers were delivered by caesarean section giving a rate of 32.4%. The vaginal operative rate was 10.9%. The epidural rate was 44%.

73 major gynaecological operations were performed during the month. There were 287 minor procedures performed of which 58 were for incomplete miscarriage. There were 134 admissions to the neonatal unit during the month.

Matters arising from the Master's Report

There was discussion on corrected perinatal morbidity rates and C section rates.

Risk Report presented – the Master noted that there is a good culture of reporting in the NMH and this was identified as positive by the State Claims Agency (SCA). Also noted that the business of maternity care is inherently risky.

Online dashboard and 'risk appetite statement' under development.

The Master updated the meeting on the current status of three reviews:

- McMahan Mahon - still seeking engagement from Parents.
- Thawley - TOR and Chair agreed.
- TOP - panel in place and awaiting confirmation from patients.

5. The Director of Midwifery & Nursing's Report

Hospital Activity:- There were 458 births to date this month and the neonatal unit has had higher occupancy with 35 babies at the moment.

Midwifery & Nursing: Recruitment & Retention remains priority particularly in the areas of Theatre/Recovery, Delivery Ward and Gynae services. There are currently 28 on maternity leave and long term sick leave. We are actively recruiting theatre nursing candidates, including advertising campaigns in UK, Australia and Middle East region.

MNCMS: Meetings are on-going as we prepare to "Go-Live" with Gynae Services in September. In-house training has commenced for gynae staff.

NMH@SVUH Update: Operational Readiness workstreams are on-going. There have been a number of workshops arranged by Accenture which key members of staff have attended to focus on drawing up a concise business case, revenue case and workforce plan.

NMH 125 years: There are several events programmed to date.

- 20th September is 'Culture night' and the hospital Boardroom will be opened for this, followed by a staff party in a local venue.
- 13th October is 'Dublin Open House' and the Boardroom and Midwives Sitting Room will be opened to the public, this will be an architectural event which will facilitate tours for members of the public.
- On 17th November, 'World Prematurity Day' will be another opportunity to create positive features about developments in neonatal care over the last couple of decades.

Patient Experience: We received 186 completed patient satisfaction surveys for the month of July. 154 felt their overall care and treatment was excellent and 185 patients who returned the survey said they would consider returning to the hospital or recommending us to family or friends. We have received 4 written complaints to date this month and we are currently working to resolve all issues raised.

Matters arising from the Director of Midwifery & Nursing's Report

There was a discussion around complaints. It was noted many stemmed from issues/misunderstandings around communication.

6. Report of Finance Committee Meeting, 20th August 2019

Revenue Account

Year to date surplus against NMH Budget	<u>€341,323</u>
NMH Forecast Net Expenditure	€66,805,621
HSE Allocation	<u>€61,887,162</u>
NMH Forecast Deficit vs. HSE Allocation	<u>€ 4,918,459</u>
Pay	€6,560 Favourable (YTD €204,253 Favourable)
Non Pay	€25,576 Favourable (YTD €133,074 Favourable)
Income	€80,314 Favourable (YTD €3,996 Favourable)

Funding for TOP is to be confirmed by NWIHP in September so the allocation for 2019 at €61.9m gives a forecast deficit for the year of €4.9m. The deficit is due to the cost of capital building works.

Debtors

Debtors at the end of July were €2.9m. A listing of items for review and action will be brought to the next Finance Committee meeting.

IEHG/HSE

IEHG will be holding monthly cost containment review meetings for the rest of the year.

Approval of WTE and Staffing Requirements

3.6WTE were approved to cover 2.6WTE maternity leave and & 1.0WTE new post for 12 months for specific Gynae Initiatives.

It was agreed to proceed as in previous years with recruiting the 39 midwifery graduates in order to fill vacancies anticipated in the coming months and to inform HSE this was necessary in order to avoid recruiting through agencies or overseas later in the year.

A letter will be sent to Mary Day at IEHG reiterating the continued underfunding for MNCMS and Elm Park project resources.

Update on Hospital Managing Activity Levels

Deliveries are up 1.4% YTD with deliveries for the year expected to be approximately 8,000. Work is continuing in reviewing the complexity of cases and the potential impact on ABF income.

Update on Facilities

LDU and Theatre redevelopment works: the projects are on-going.

X-ray: A letter will be sent to Mary Day at IEHG confirming that, in the absence of specific funding, the hospital will have no option and will proceed with updating the current X-ray equipment facility in 2020.

It was agreed to continue with the Internal building team in order to carry out the HSSD/CDU and OPD works.

Review of Periodic Reporting Items

The cashflow forecast was presented and will be reviewed regularly in light of the on-going building projects.

Update on Other Matters

Elm Park project: the Master provided an update on discussions around the Operating Licence which should be completed this week. The Operational Readiness meetings with Accenture are progressing well. Concerns around the potential phased opening of the new hospital were raised.

The month's accounts in the amount of €6,372,780.63 were passed and approved for payment.

Any Other Business at the Finance Committee Meeting

- The Master provided an update on developments in the Thawley and TOP cases.
- The Nominations Committee will need to meet in advance of the September Executive.

Matters arising from the Finance Report

The Master updated the Committee on ongoing progress relating to the Stage 2C and the engagement with Accenture to prepare the Definitive Business Case. It was noted that the draft joint operating license agreed between NMH and SVUH would be submitted to the DOH by end of week.

It was also noted that a meeting had taken place with Ms Mary Day, IEHG, and a number of issues, including funding and capital, had been discussed.

There was a discussion around Brexit and pharmacy supplies and it was noted that this was being managed centrally by the HSE.

7. Other Committees' Reports

- (a) **QRPS Committee**
No meeting this month
- (b) **Audit Committee**
No meeting this month
- (c) **Ethics Committee**
No meeting this month
- (d) **House Committee**
No meeting this month
- (e) **Co-Location Committee**
No meeting this month

8. Communications

It was noted that from the September 2019 meeting onwards relevant news items would be circulated with the Executive Committee papers. It was also noted that this could be enabled on many mobile phones and that an instructional email would be circulated. It was also noted that Dr Emily Pine would be author in residence from September.

9. Review of Outstanding Actions related to Previous Meetings

List of outstanding items needs to be updated and followed up by a number of Committees.

10. Review of Board 2019 Reporting Calendar

The Board Reporting Calendar was noted.

11. Application of Seal to Documents

The seal was not used during the month.

12. Any Other Business

None.

There being no further business the meeting ended.