

**Minutes of the General Board Meeting of
Thursday 7th December 2023 at 5.00 p.m. in the Boardroom, Rotunda Hospital**

Present

Dr Maria Wilson-Browne, Acting Chair
Prof. Sam Coulter Smith
Mr. Cedric Christie via zoom
Prof. Mike Geary
Mr Barry Holmes
Cllr Darcy Lonergan via zoom
Professor Fred Falkiner
M. Jennifer Cullinane
Mr Denis Reardon
Dr David Abrahamson
Mr Ian Roberts
Ms Lucinda Woods via zoom
Dr James Gardiner
Mr David Browne
Ms. Kate Webb
Ms. Dolores Sullivan
Mr. Greg Power via zoom

Apologies

Prof Tom Matthews, Chairman
Mr. John Diviney
Ms. Michelle McGarry
Prof Fergal Malone
Ms Margaret Philbin
Mr Stuart Switzer
Ms. Michele McGarry

In Attendance

Prof. Sean Daly, Master
Mr Jim Hussey, Secretary/General Manager
Ms Fiona Hanrahan, Director of Midwifery/Nursing
Mr Peter Foran, Head of Finance and Procurement
Ms Claire Murphy, Minute Taker

Non-Attendance

Rev. Michael Jackson
Mr. Richard Nesbitt
Rev. William Wright Morton

1 Opening Items

1.1 Welcome

Dr. Wilson Browne welcomed everyone to the blended meeting advising she would Chair the meeting in the absence of Prof. Matthews. A special welcome was given to new Governors Ms. Kate Webb, Ms. Dolores Sullivan and Mr. Greg Power. Attendees via zoom were noted.

1.2 Apologies

Apologies received from the Chairman, Prof. Malone, Ms. Philbin, Mr. Switzer and new Governor Ms. Michele McGarry were reported.

1.3 Conflict of Interest

The Chair asked if there were any conflicts of interest with any of the items listed on today's Agenda. There were no conflicts reported.

1.4 Draft Minutes of the Charter Board of 3rd November 2023

The Chair asked if there were any amendments to the Draft Minutes previously circulated. The Minutes were agreed as an accurate reflection of the Charter Board and will be signed by Dr. Wilson Browne as acting Chair.

1.5 Matters arising from the Charter Board

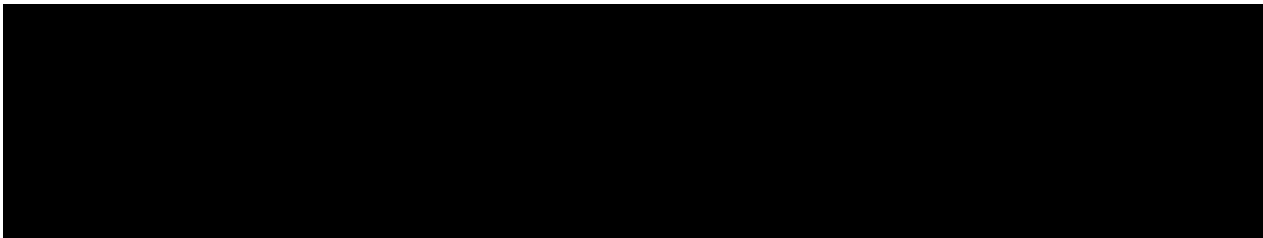
Matters arising from the last meeting were reviewed and in order or listed on today's Agenda for further discussion.

1.5.1 Approved List of Officers and Sub Committees/Working Group of the Board post Charter

The updated list as approved at the Charter Board is uploaded to Decision Time for review /information.

2.1 CEO Report – Master

The Master took his report as read and reported on relevant issues to the Board.



The Master asked if there were any questions on this part of his report; there were none.

2.2 KPIs October 2023

The Master reported on the top 10 key performance indicators as at October 2023 with both the Summary Report and Full Report uploaded to Decision Time for Governors' review.

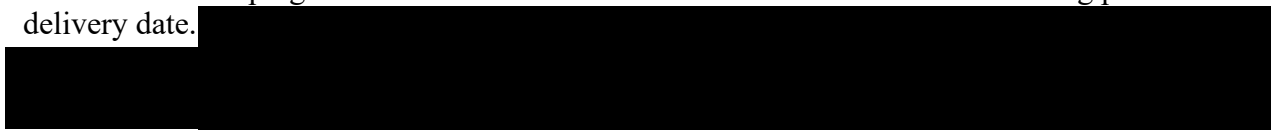
Births – obstetric activity increased by 1.5% on 2022. Mothers Delivered – increase of 0.56%.

Registrations – overall increase YTD of 3% with increase of 4% public, 15% Semi Private and 8% Private.


Caesarean Section – YTD 40%, a 3% increase on same period in 2022.

Questions were taken

Induction rate of women post delivery date and their addition to the C-section rate was queried
50% of first time pregnancies are induced and elect for a C-section with most being post delivery date.



A previous analysis on induction with failure to progress showed no change in rates.



Hospital policy, information issued to patients, best practice, and subsequent health issues for C-section babies were queried

The Master referred to the recent QSR Committee meeting where this matter was discussed in detail. The National Irish Maternity Indicator System Report 2021 (NIMIS) showed the Rotunda not to be an outlier and well within average nationally.

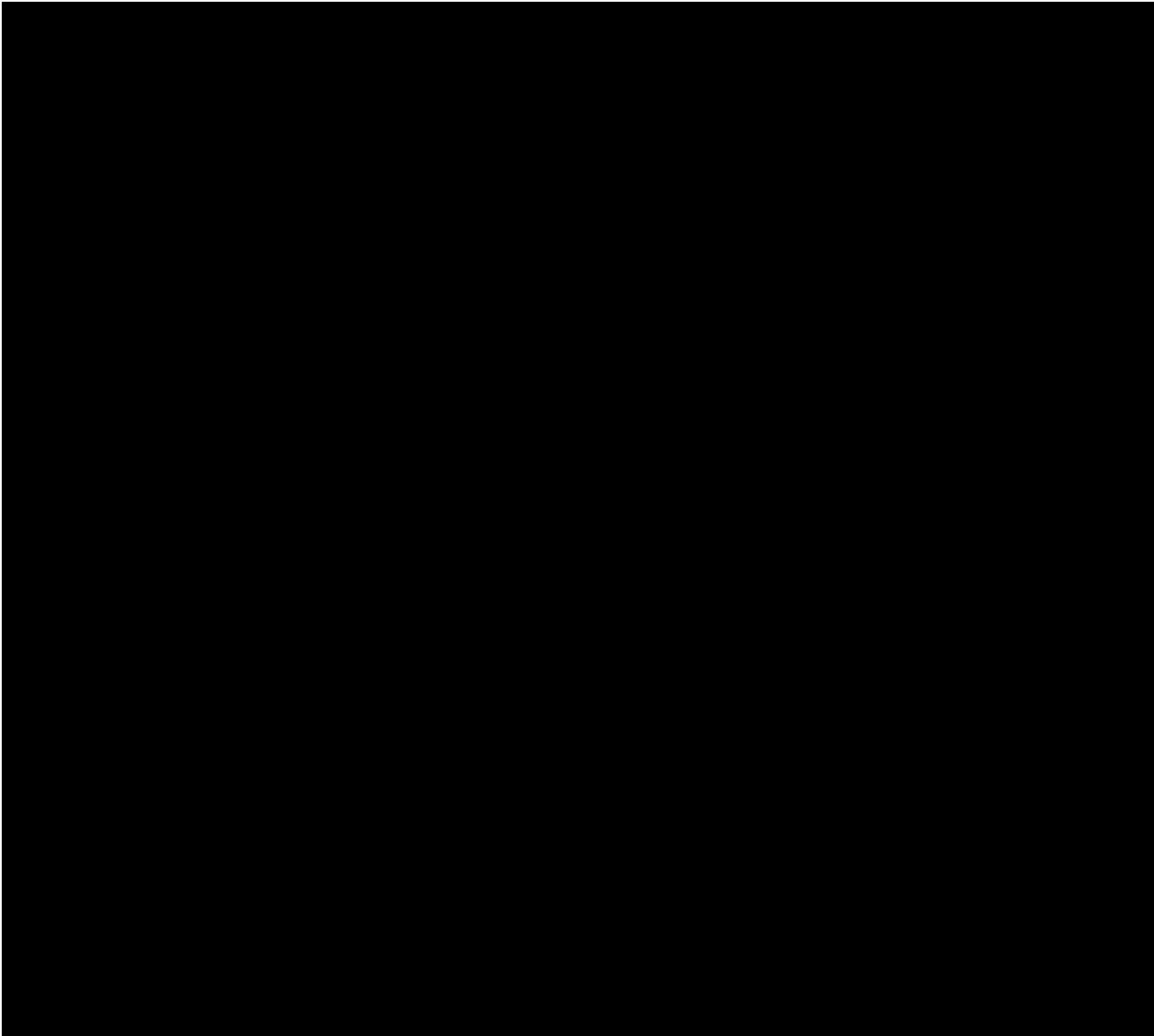
Rates are monitored through the Hospital Groups and at National level.

Action: A presentation on C-section rates to be a future Agenda item for the Board.

Draft HIQA Report / 1st Draft

HIQA 1st Draft Report

The Master updated on the 1st Draft Report from announced HIQA Inspection against the National Standards for Safer Better Healthcare. 11 standards were assessed with the Rotunda compliant with 4 standards, substantially compliant with 4 standards, partially compliant with 2 standards and non-compliant with 1 (infrastructure). An overview of the inspection was given.



4 For Consideration

4.1 Quality Safety Risk Committee Report 27.11.23

Apologies were given on behalf of Ms. Philbin with the Director of Midwifery/Nursing updating on the main areas as follows -

- **CEO's Report and KPIs** – discussed including -
Gynae Waiting Times–increase in referrals from a previous high of 700+ to 920 for October, with significant increase in capacity required to meet increase in referrals.
- **HIQA 1st Draft Report** – findings discussed in detail including response from the EMT.
- **QIP Strategic & Operational Initiatives Summary End of Year 2023 Update**
A final progress report was provided for 2023. With approx. 70% of both strategic and operational QIPs completed within the year. The full report is uploaded to Decision Time for review.
- **IMIS Report 2021 National Report (Irish Maternity Indicator System)**
An overview of highlights was given including -
2021 showed the Rotunda continues to be the busiest maternity unit in the country with the proportion of first time mothers being relatively high at 45%
Maternal Deaths – no reported cases for 2021 in the Rotunda
Adjusted Perinatal Mortality Rate – decrease compared to 2020 at 1.08 per 1,000
Neonatal Encephalopathy – rate 3.0 per 1,000
PPH (post-partum haemorrhage) consistent with national rates
C-Section - Not an outlier
Induction - Not an outlier
The Rotunda has the highest number of 1st time pregnancies with a C-section rate of 50% in first time mothers
Ms. Hanrahan said the Rotunda summary should reassure the Board regarding benchmarking the Rotunda with the other 18 maternity units in the state
- **NPEC – Perinatal Mortality National Clinical Audit Report 2021**
Key findings –
Perinatal mortality rate (PMR) 5.87 per 1,000 births for the Rotunda; when corrected the PMR rate decreased to 3.78 per 1,000 births.
PMR Rotunda 2019-2021 – consistent with previous years and consistent with national rate for 2021.
Corrected Stillbirths 2018-2021– shows Rotunda consistent with national rate.
Corrected Neonatal Death 2018-2021- shows Rotunda consistent with the national rate for this period.
Perinatal Autopsy 2021 – Rotunda autopsy rate 35.7%; the national rate was 44.6% in 2021.
Stillbirth Causes Rotunda 2018 – 2021- 51 still births reported with 10 unreported due to being <500g inclusion limit
- **Corporate Risk Register (CRR)**
Summary Report – outlined high risks scored > 15. A new high risk addition is the MN-CMS Go Live Upgrade undertaken recently and resultant loss of access time.

- **Clinical Risk Report Qtr 3**
An update on completed Reviews, Concise Reviews, SREs, Post-Partum Haemorrhage and HDU Admissions was given with the following noted –
Reduction in serious reportable events (SREs) (still births, neonatal deaths and HIEs)
Reduction in unscheduled emergency hysterectomy
Slight increase in PPH >1000-1500mls; reduction in PPH >2000mls
- **Clinical Risk Legal Report Qtr. 3**
New legal claims, potential legal claims, legal cases discontinued, settled legal claims and claims listed for trial relating as far back as 2013 to 2019. An overview of cases and trends was given. Claims are managed and indemnified through the State Claims Agency. The report is uploaded for Board information.
- **Clinical Audit Report Qtr. 3 2023**
The Master presented the update reporting there were no outstanding actions which provided reassurance for the Board.
- **Quality, Safety, Risk Walk Rounds Committee 2024**
The first meeting is scheduled for Monday 29th January 2024 with a visit to Gynaecology.
- **Infrastructure / Strategic Developments**
Earl Building – Additional capacity of 1200 sq. ft. within the building has been procured by the HSE.
Project timeframe was outlined with commissioning of OPD services projected for December 2024.
The tender issued for fit-out works is due back by end December.

CCW – the Master updated on an upcoming pre-planning meeting with Dublin City Council which will be attended by the Rotunda, HSE representatives and the Rotunda Design Team. A detailed outline of the development will be presented with an overview of same given.

Dominick Street – a brief update on the potential of this building and procurement progress was given.



This was the last infrastructure report into the QSR Committee as infrastructure is now the remit of the new Estate and Campus Development Committee (ECDC).

- **Medical Equipment Replacement Programme 2024**
Mr. Hussey updated on the priority 3-year equipment replacement submission totalling €2.283m; with funding received of €1m for 2023.



Finance & Audit Committee Report 05.12.23

- **External Audit Tender Evaluation**

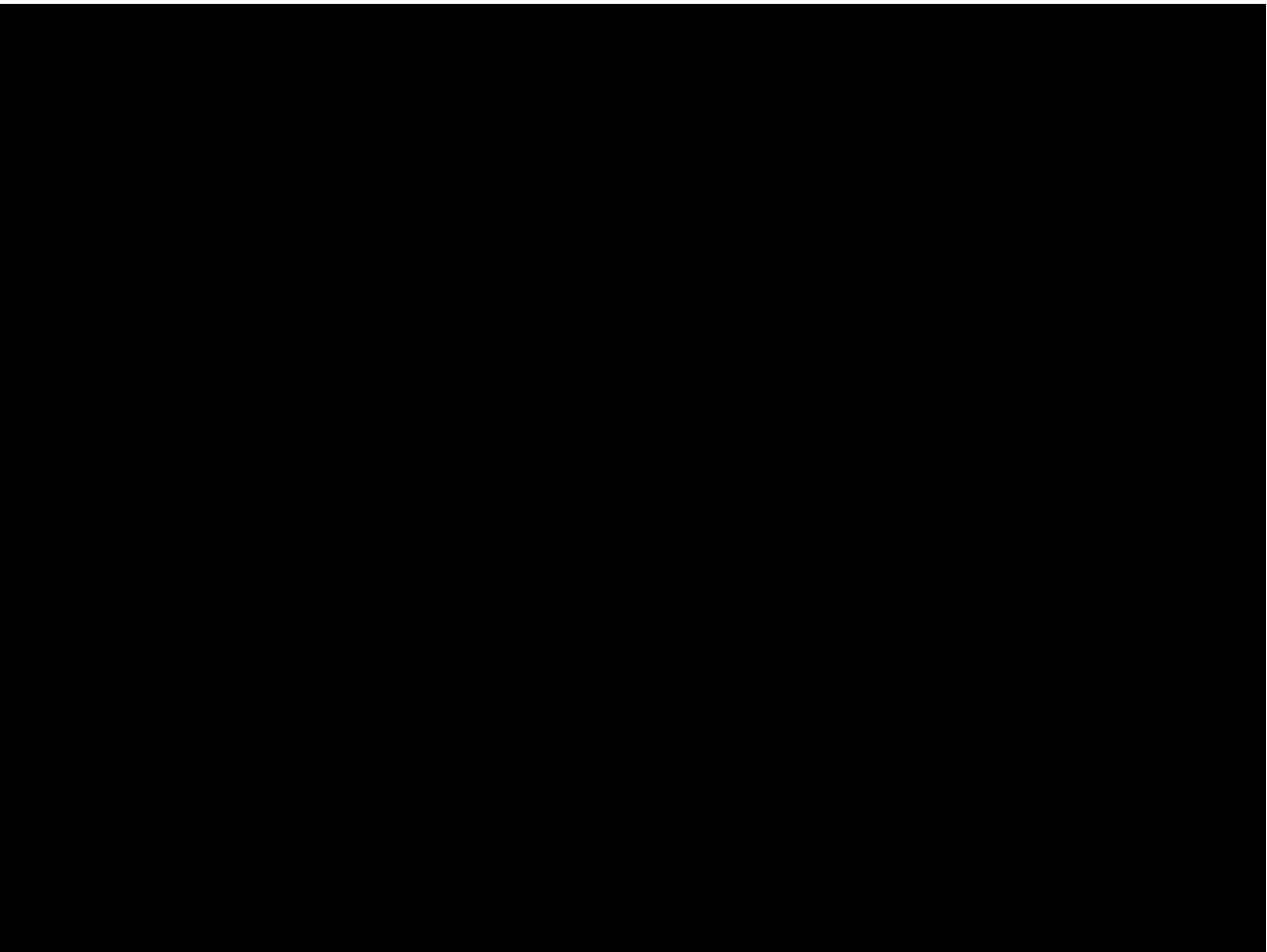
Mr. Foran reported on the completed tendering evaluation in conjunction with OGP. JPA Brenson Lawlor has been appointed as the new External Auditor. The 3-year contract was signed in September with the possibility to extend by 1 further year. Interim Audit for 2023 has commenced.

- Hospital Financial Projections 2023

Projected shortfall of 4.5%. Funding outstanding for Covid, NWIHP service developments and pay awards €1.2m.

Non-pay expenditure €17.8m YTD - deficit of €1.8m in funding which reduces to €1.5m when Covid costs factored in.

Patient Income / Other Income – YTD actual, budget, variance outlined with income surplus €1.8m.



Mr. Hussey acknowledged that Mr. Reardon was stepping down as Chair of the Finance & Audit Committee and thanked him for his guidance and expertise during his term of office. Dr. Wilson Browne concurred and spoke of the many challenges of the Committee expertly handled by Mr. Reardon.

5 For Information

5.1 Transport Infrastructure Ireland (TII)-Metro Link

Mr. Hussey reported on a meeting with TII outlining issues raised including potential impact on future hospital developments, impact on sub-stratum land and value of same.

Operational impact and disruption during works and in particular during the tunneling stage could have significant noise impact on the Hospital. The biggest risk for the Rotunda concerns future developments on the campus. No date has been received for the Oral Hearing. The Draft Minutes of the TII meeting are uploaded to Decision Time for information.

Matters were discussed.

Mr. Power spoke on electromagnetic vibration and the shallow bore in Trinity and suggested contact be made with their Director of Estates. Mr. Hussey updated on a TII tunnel boring simulation test to take place on 19th December to assess potential noise levels with various stakeholders invited.

Sub stratum lands their value and usage were discussed; any future planning application would require TII approval. Engagement with a conservation architect was also suggested.

Mr. Hussey outlined the Rotunda Team.

Action: Sub stratum lands and their future usage to be assessed.

5.2 Ambassador Planning Applications / Railings & Signage

Mr. Hussey updated on re-submission by the Millennium Theatre Company for permission to install railings and signage to the front of the Theatre which the hospital is very supportive of. Delay on completion of dilapidation works from the previous lease is a concern.

5.4 Ethics in Public Office Act 1995 & 2001/Annual Statement of Interest

Attention was brought to the email of 28.11.23 regarding the Annual Statement of Interest for YE 31.12.23 which must be submitted by the 31st January 2024. It is best practice to also submit a Nil return. Returns can be sent to hospsec@rotunda.ie for collective submission.

6. Closing Items / Any Other Business

6.1 Gaelscoil Cholaiste Mhuire

Prof. Coulter Smith referred to the recent attack in Parnell Square East and the medical intervention of Rotunda staff in assisting the injured. Ms. Hanrahan updated on events as they progressed on the day with Mr. Hussey updating on a meeting with An Garda Siochana. The Master spoke on safety challenges in assisting 24-hour patient entry into the hospital and staff leaving. Security of the Hospital and its new buildings was discussed.

Resignation of Mr. Yoichi Hoashi, Procurement & Supplies Manager

Mr. Foran reported on the departure of Mr. Hoashi acknowledging his significant work during Covid in obtaining PPE supplies. The Chairman asked that the Board's best wishes be conveyed to Mr. Hoashi noting his hard work and dedication to the Rotunda.

Executive Management Team

Prof. Geary complimented the Executive Management Team, new Clinical Director and new Master on an excellent year.

6.1 Schedule Board Meetings 2024

The agreed Schedule of Board Meetings 2024 is uploaded to Decision Time for information.

6.2 Dates for the Diary

Wednesday 13th December at 4.00 p.m.

Annual Carol Service, Rotunda Chapel followed by refreshments in the Staff Restaurant.

Friday 8th February 2024 at 9.30 a.m.

Induction for new Governors /those wishing to attend. This is a morning session concluding with Lunch in the Rotunda Boardroom.

7. Date of Next Meeting

The next meeting of the General Board is scheduled for Thursday 8th February 2024 at 5.00 p.m.



8/02/2024