

**Minutes of the General Board Meeting of  
Thursday 7<sup>th</sup> September 2023 at the earlier time of 4.30 pm  
with Executive & Staff joining the meeting at 5.00p.m.**

**Present**

Prof Tom Matthews, Chairman  
Dr Maria Wilson-Browne via zoom  
Mr Barry Holmes  
Cllr Darcy Lonergan via zoom  
Mr Cedric Christie  
Professor Fred Falkiner  
Prof Fergal Malone  
M. Jennifer Cullinane  
Mr Denis Reardon  
Dr David Abrahamson  
Mr Ian Roberts  
Mr Stuart Switzer  
Ms Lucinda Woods  
Dr James Gardiner  
Ms Margaret Philbin  
Mr David Browne

**Apologies**

Prof. Sam Coulter Smith  
Prof. Mike Geary  
Mr. John Diviney  
Mr. Richard Nesbitt  
Ms. Niamh Gallagher  
Lord Mayor of Dublin Daithí de Róiste

**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  
Rev. William Wright Morton

**1 Opening Items**

**1.1 Welcome**

The Chairman welcomed everyone to the blended meeting including Dr. Wilson Browne and Cllr. Lonergan via zoom.

**1.2 Apologies**

Apologies received and listed were noted.

### 1.3 Conflict of Interest

The Chairman asked if there were any conflicts of interest with any of the items listed on today's Agenda.

Professor Malone, Chair of RCSI, Department of Obstetrics and Gynecology and Consultant indicated a possible conflict with regard to private practice. Ms. Philbin a member of the Rotunda Foundation Board also expressed a possible conflict with discussion on the Rotunda Foundation.

The Chairman did not consider either member to have a conflict.

### 1.4 Draft Minutes of the Board Meeting of 6<sup>th</sup> July 2023

Prof. Matthews asked if there were any amendments to the Draft Minutes previously circulated. The Minutes were agreed as an accurate reflection of the July meeting and will be signed by the Chairman.

### 1.5 Matters arising from the May meeting

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

## 2 Quality Safety & Risk

### 2.1 CEO Report – Master

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

#### Meeting with Minister Donnelly

The Master reported on the recent meeting with Minister Donnelly with the Masters from the Coombe, NMH and Dr. Mairead O'Riordan from Cork University Hospital in attendance. The discussion concerned the new Public Only Consultant Contract and the impact on obstetrics where there is no private inpatient option. Prof. Daly has drafted a letter post meeting with input from the other Masters.

Questions were taken

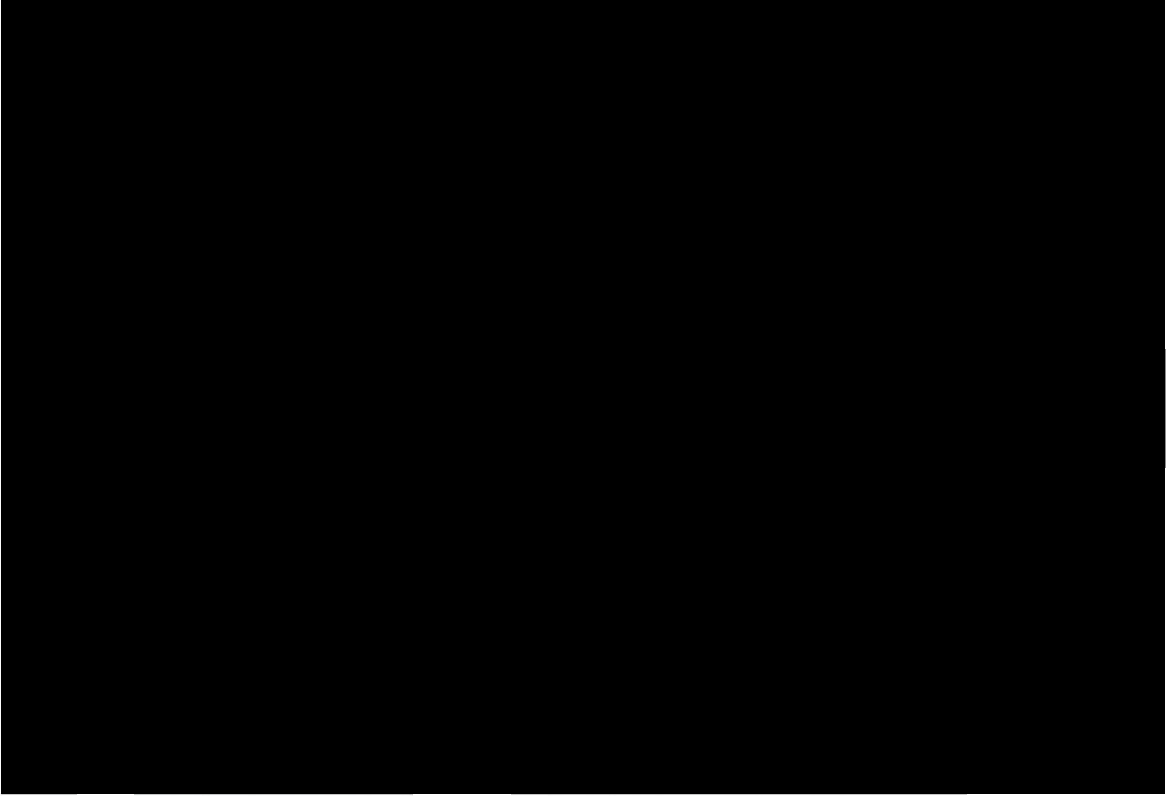
*Ms. Woods queried the response of the other Masters and asked if there were any other channels to be pursued?*

Engagement with other politicians was outlined but DOH were clear that Slaintecare implementation is the Department's objective. Consultants who remain on the Type B contract can still deliver private practice as their contract remains unchanged.

*The Chairman queried timeframes?*

Private practice will disappear within 5-7 years; obstetrics will take longer estimated at 12-15 years. The Rotunda should be future planning with this time frame in mind.

Dr. Wilson Browne said patient choice/ right to private care should be considered along with improvements in public care.



**Benign Gynaecology** -extensive submissions and support from RCSI HG and NWHIP was advised. The significant increase in referrals was raised at today's RCSI HG Performance Meeting.

**Re-organisation of Antenatal Care** – an update on a review of antenatal care including consultant led antenatal teams, care pathways and Multidisciplinary Group was given.

Questions were taken

*The Lucy Letby UK neonatal case was queried?*

The Director of Midwifery/Nursing updated on stringent procedures and reviews in place in the Rotunda to highlight any red flags/outliers.

The Chairman thanked the Master for his report.

## **2.2 KPIs August 2023**

The Master reported on the top 10 key performance indicators with both the summary and full KPI report uploaded for Governors' review.

Births – increase of 1.5% on 2022. Mothers Delivered – increase of 0.56% with July the busiest month since September 2022.

Registrations – significant 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.

Neonatal

NICU closure – YTD 14 days closed to admissions.

Neonatal cooling – nil for July.

## Gynecology

Inpatients – increase of 22% in day cases with inpatient discharges up 34%.

OPD Gynae Waiting Times– 9-12 months 2 patients and 6-9 months 114 patients, a significant reduction on same period in 2022.

An increase of gynecology referrals of 750 per months on the same period in 2022 was reported. There is also a huge demand for the Menopause Clinic.

Questions were taken

*Ms. Woods asked if KPIs were benchmarked.*

Ms. Hanrahan referenced IMIS (Irish Maternity Indicator System). This annual report contains national data outlining 41 metrics across a range of domains including demographics, deliveries, obstetric risks and complications, neonatal care, breastfeeding, laboratory metrics, and hospital activities from 19 maternity healthcare providers. The Director of Midwifery/Nursing reports to the QSR Committee and the Board on this publication which is available on the HSE website. The last IMIS Report for calendar year 2020 was reported to the Board in February 2022 and is uploaded to Decision Time for review.

The IMIS Report for 2021 will be reported at the Charter Board.

**Action:** The link to the IMIS Report to be circulated to the Board.

## **For Decision**

### **3.1 SLA 2023 / Signed letter of Reservation**

Dr. Abrahamson reported on the Governance Committee recommendation to issue a letter of reservation to the RCSI HG and await response in advance of consideration of signing off the SLA. Mr. Hussey updated on the SLA received mid-August which is substantially consistent with prior years. Initial funding shortfall remains a concern as does Head Count Budget. The substantive reservation remains, the continued roll out/ implementation of IFMS and its inclusion in an operational SLA. This will impact on the statutory and fiduciary responsibilities of the Board. There has been no progression of a separate legal framework for IFMS with individual voluntary Boards. The letter of reservation will also be raised at the Joint Maternity Hospitals Standing Committee.

To date there has been no response from the HG.

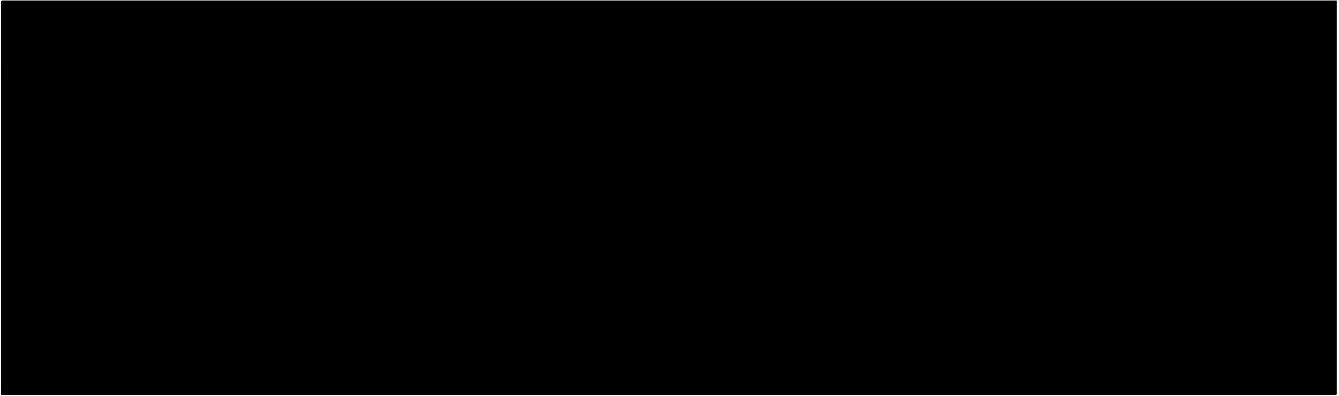
The matter was discussed including the Board's autonomy and fiduciary responsibilities.

Dr. Abrahamson sought Board approval for the stance adopted by the Governance Committee and the Board agreed with this. The Board also agreed that the SLA 2023 could be signed on receipt of an appropriate response to the letter of reservation.

**Proposed by:** Ms. Philbin

**Seconded by:** Mr. Switzer

The Board was in agreement with this decision.



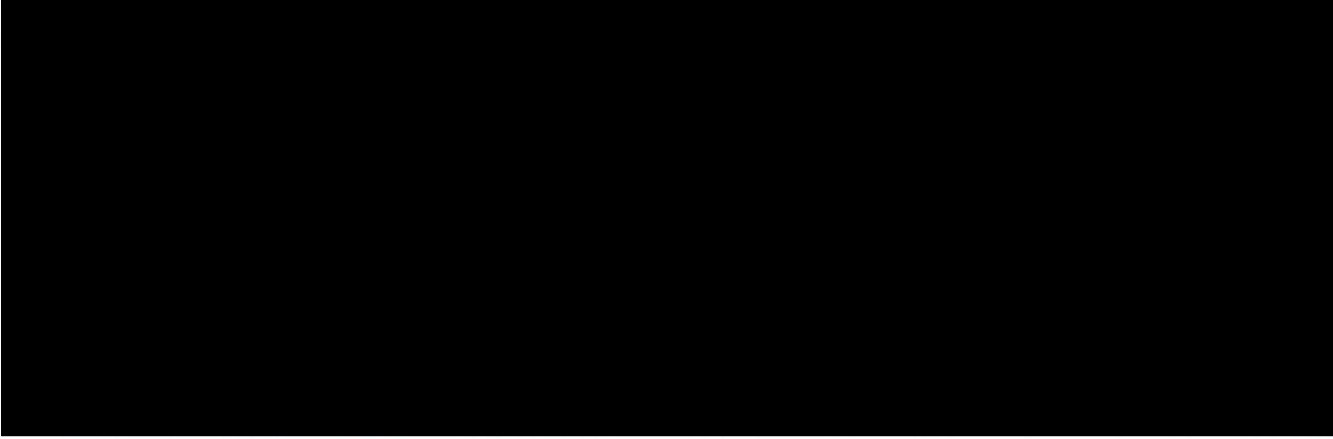
Ms. Philbin said the QSR Committee had also discussed this matter in detail and supported the Master's request for funding to proceed with the analysis/feasibility study of the Nurses Home.

The Master proposed funding from the Ancillary Fund to proceed with the feasibility of the Nurses Home.

**Proposed by:** Mr. Browne

**Seconded by:** Mr. Reardon

The Board was in agreement with this proposal.



Questions were taken

*If the CIS does not cover private antenatal care will it impact on private practice?*

Women are public patients during antenatal / postnatal care.

*Mr. Reardon queried if private practice was required?*

Women's' right to choose and the Rotunda's ethos and history were referred to.

*Ms. Cullinane queried who would fund the Nurses Home Accommodation Project?*

The positive response from both Minister O'Brien and Minister Donnelly to this proposal was outlined and the Master will keep the Board updated on this as proposals are progressed which will also look to identify a source of funding.

Mr. Switzer suggested a public/private partnership and other alternatives could also be considered.

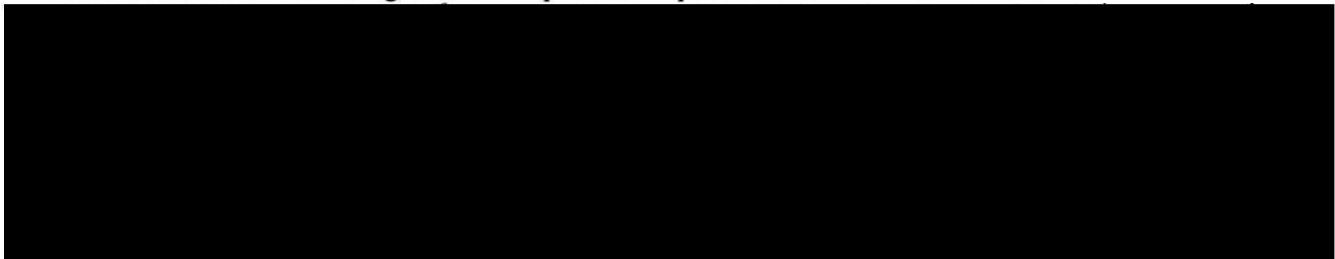
**Action:** A Working Group to be established including independent/impartial professional advisor with a report to be available for the November Charter.

## **5 For Consideration**

### **5.1 QSR Committee Meeting 04.09.23**

Ms. Philbin reported on behalf of the QSR Committee outlining the main areas of focus and discussion –

- **Draft Minutes** June 2023 were approved for sign-off
- **CEO's Report** – reviewed in detail with all matters appraised including update on the meeting with Minister Donnelly, Benign Gynaecology Hub and Re-Organisation of Antenatal Care.
- **Board Quality Walk Rounds**-update on a Tour of the Earl Building (clinical services) which occurred prior to the QSR meeting of 4<sup>th</sup> September and was facilitated by Prof. Jennifer Donnelly, Clinical Director. The estimated commissioning date is autumn 2024; with contractors expected to be appointed before Christmas and a works start date of January 2024.
- **Clinical Risk Legal Report Qtr. 1 & 2 2023** – overview provided by Ms. Hanrahan which outlines current and upcoming legal claims.
- **Risk Management**-Corporate Risk Register Summary Report outlining high level risks and scores >25 was given. All reports are uploaded for the Board to review.

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- **Minor Capital Works** – update given on work progressing
  - **TII** – update on 2<sup>nd</sup> letter issued to TII seeking engagement prior to Bord Pleanala Oral Hearing
  - **Ambassador** – update on resubmission by MTC to DCC
  - **Gate** - update on expression of interest to renew lease post 2028. The Committee agreed and recommended that assurance could be provided to Gate Theatre. The Board was in agreement with this.



The Chairman thanked Ms. Philbin for her informative report.

- **SLA 2023 / Letter of Reservation** - was discussed in detail.  
**Action:** The Committee was in agreement that the letter of reservation be signed by the Secretary/General Manager and issued to the RCSI HG CEO and await appropriate response before agreeing to sign SLA.  
**Action:** Board approval was given for the SLA 2023 to be signed on appropriate response to the Letter of Reservation.
- **Employee Engagement Forum** – an update on the inaugural meeting of the Forum held on 16<sup>th</sup> August with attendance from various staff disciplines was given.
- **Board Governance Review** - the yearly review of Board composition, Board skill sets, Timelines and the Draft Officer Board were all considered by the Committee. Mr. Denis Reardon, Chair of the Finance & Audit Committee will step down from this role at the Charter Board. The Chairman of the Board appoints the Chair but recommendation(s) can also be made from the Governance Committee. Mr. Reardon will stay on as the Honorary Treasurer and Chair of the Performance & Remuneration Committee.

**Mr. Greg Power** was nominated by the Master for consideration. His extensive experience in the areas of planning, and major capital development was reviewed. In view of the CCW, ODCP and Staff Accommodation Project, the Governance Committee recommended the appointment of Mr. Power to the Board as a Governor and allocation to appropriate committee when approved. The Board discussed this appointment with questions taken.

**Proposed by:** Dr. Abrahamson

**Seconded by:** Mr. Reardon

**Action:** The Board was in agreement with this appointment which will be ratified at the Charter Board.

**Mr. Brendan Memery** -was nominated by Prof. Geary, Governor for consideration and has 45 years' experience working in the Rotunda. His extensive knowledge, understanding of the history of the buildings, associated risks, potential and challenges of the Hospital campus are a major asset to retain and a huge benefit to the Hospital. The Governance Committee recommended the appointment of Mr. Memery as an extern to the QSR Committee. The matter was discussed.

**Proposed by:** Prof. Malone

**Seconded by:** Ms. Philbin

**Action:** The Board was in agreement with the appointment which will be ratified at the Charter Board.

**Action:** The TOR for the new Campus/Estates Working Group / Committee to be available for the Charter Board.

- **New Public Only Consultants Contract** – the Master updated the Committee on the upcoming meeting with Minister Donnelly and the Dublin Maternity Hospitals Group.
- **External Auditor** – due to a lack of response the tender has been republished with a closing date of 4<sup>th</sup> September.

The Chairman thanked Dr. Abrahamson for his report.




The Chairman thanked Mr. Reardon for his report.

## **6 For Information**

### **6.1 Public Only Consultant Contract Update – as outlined above**

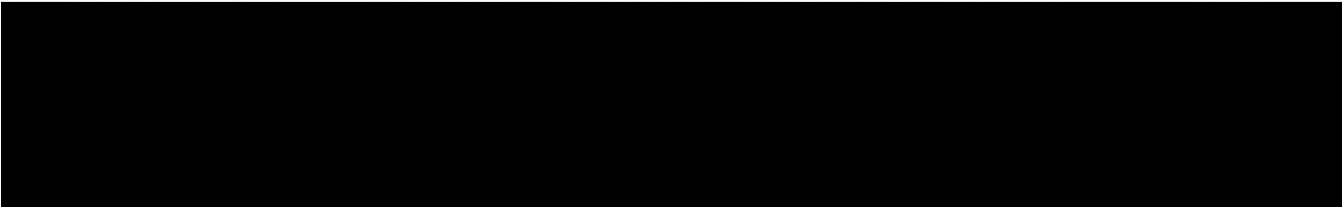
### **6.2 Voluntary Healthcare Forum / Recruitment Update**

Mr. Hussey reported on the moratorium on recruitment above Grade VII. A letter from the VHF to Mr. Bernard Gloster, CEO, HSE was outlined.



### **7.2 Rotunda Annual Report 2022**

Copies of the Annual Report 2022 were available for review and available on Decision Time for review. Prof. Malone was congratulated for an excellent report.



### **7.4 Draft List of Officers and Sub Committees of the Board**

The Chairman reminded Governors that the Draft List of Officers & Sub Committees of the Board would be circulated under separate cover prior to ratification at the Charter Board.

### **7.5 Dates for the Diary**

Dates for upcoming events are uploaded to Decision Time for information.

- 2023 Rotunda Autumn Charity Lunch /Tickets available from the Rotunda Foundation and [www.eventbrite.ie](http://www.eventbrite.ie)  
Friday 20<sup>th</sup> October 2023 in the Round Room, Mansion House.  
(circular will be issued re Board tables)
- Remembrance Service for Staff – Wednesday 1<sup>st</sup> November at 1pm Rotunda Chapel
- Service of Remembrance – Sunday 19<sup>th</sup> November at 3.30pm St. Saviour's, Dominick Street Lower, Dublin 1



- Charter Day/Board – Friday 3<sup>rd</sup> November at 12 noon preceded by Meet & Greet Staff Front Hall & Quality and Research poster presentations (reminder circular will be issued to the Board)

**7.7 34<sup>th</sup> Annual ENTIS Conference**

Prof. Matthews acknowledged the recent invitation to Governors to the Annual ENTIS Conference hosted by the Irish Medicines in Pregnancy Service (IMPS) and supported by the Board.

**8 Date of Next Meeting**

The next meeting is the Charter Board which will be held on Friday 3<sup>rd</sup> November 2023 at 12.00noon. The meeting will be preceded by the Annual Meet & Greet Staff in the Front Hall at 11.00a.m.



3<sup>rd</sup> November 2023

Signed \_\_\_\_\_

Date \_\_\_\_\_