

**Mental Health Commission**  
**Minutes of Meeting on 1 April 2016**  
**11:30 – 16:30**  
**Held at: St Martin's House, Dublin 4**

**Present:**

<b>Commission Members</b>	<b>Initials</b>
Mary Keys	MK
Ned Kelly	NK
Catherine O'Rorke	COR
John Saunders	JS
Yvonne O'Neill	YON
Michael Byrne	MB @ 12 noon
Maeve Doyle	MD
Mary O'Hanlon	MOH
Patricia O'Sullivan Lacy	POSL
Xavier Flanagan	XF

<b>Apologies:</b>	
Colette Nolan	CN
Pauline Gill	PG

<b>Absent:</b>	
John Redican	JR

<b>Executive in Attendance:</b>	
Patricia Gilheaney    Chief Executive	PCG
Ray Mooney            Secretary to the Commission	RM

<b>In Attendance</b>	
Patricia Rickard Clarke for Item 4.1	PRC
Vincent Teo for Item 2.1	VT



terms and conditions approved by the Department of Health and the Department of Public Expenditure and Reform. She will take up the post on 2 May 2016.

#### **1.7 Update for Commission Meeting on MHC/HIQA Joint Standards for the Notification and Management of Patient Safety Incidents**

PCG provided Members with details of the process which is currently underway with HIQA in the development of joint standards. In order to meet the project timelines PCG indicated that it is most likely that the Commission will need to hold a meeting in November this year to review and approve as appropriate the standards developed.

### **PART TWO**

#### **2.1 Draft Financial Statements for year ended 31st December, 2015**

Chairman invited VT from Crowleys DFK to present the draft Financial Statements for 2015. VT advised that the draft had been presented to the Chief Executive and the Audit Committee and was now before the Members for their consideration and approval.

VT reported in detail on the changes between the 2015 and 2014 financial statements and responded to Members queries in relation to same. PCG advised Members that the Statements had been prepared in accordance with FRS 102 which is the format that is required by the C&AG. In anticipation of this requirement and in accordance with Section 47(5)(a) Mental Health Act 2001 the Commission initially requested approval from the Minister in March 2015 to prepare the Financial Statements in accordance with FRS 102. Further correspondence issued in 2015 and 2016. The Minister's decision is awaited. The draft Financial Statements were approved subject to no major change or recommendations from the C&AG on foot of a proposal from MB which was seconded by NK.

### **5. Reports of Committees**

#### **5.1 Audit Committee**

PoSL updated Members on the work of the Audit Committee since the last meeting advising that the draft Financial Statements for 2015 had been reviewed. An update report regarding progress in relation to the Internal Audit Programme was also received and considered.

#### **5.2 Governance Advisory Committee**

Chairman gave details of the first meeting of the Committee which was held today. The revised terms of reference were circulated and agreed, noting one typographical error for correction. In addition, Governance Policies and Procedures proposed for approval by the Governance Advisory Committee were approved by the Commission. Members were also advised that following a request for expressions of interest for an external member of the Committee, an expression of interest had been received. The Chairman advised that the Committee were proposing the appointment of the person concerned to the Committee. Following discussion it was agreed to issue an invitation to join the Governance Committee, the next meeting of which will take place in September/October

PCG

PCG

### **5.3 Legislation Committee**

MK advised that the next meeting is scheduled to convene on the 14<sup>th</sup> April 2016.

### **6. A.O.B.**

None


### **7. Date of Next Meeting**

The next meeting of the Commission will take place on 19 and 20 May 2016.

### **4.1 Presentation by Ms Patricia Rickard Clarke**

Chairman introduced PRK and thanked her for accepting the invitation to meet with members regarding the Assisted Decision Making (Capacity) Act 2015. PRK presented a comprehensive overview of the provisions of the legislation and this was followed by discussion. The Chairman thanked PRC for her very informative and interesting presentation and indicated that the Commission would welcome her advice in relation to the Decision Support Service in due course..

Signed:

  
John Saunders  
Chairman

Date:

19/May/2016

Item No.		Person Responsible	Timeframe
Chair's Business Item 2.1	Inspection Reports: CE to make A/Inspector of MHS aware of matters raised at meeting regarding the inspection reports	PCG	Following on from meeting
Chair's Business Item 2.2	Commission's self evaluation - Circulation of Questionnaire to Members	PCG	Following on from meeting aligned to timeline to allow for presentation at May meeting
Chair's Business Item 2.3	Annual Report 2015 – Chair asked for any views/comments from Members that they may wish to propose for inclusion in his Foreword	JS	Following on from meeting
CE Report Item 1.7	Consideration if meeting required in November 2016 for review of Joint Standards MHC/HIQA	PCG	Quarter 3
CE Report Item 5.2	Invitation to issue to external member of Governance Advisory Committee	PCG	Following on from meeting

