



Feidhmeannacht na Seirbhíse Sláinte  
Health Service Executive

## Special HSE Performance and Delivery Committee Meeting

### Minutes

A special meeting of the HSE Performance and Delivery Committee was held on Wednesday 11 November 2020 at 5.30 pm via video conference.

Members Present: Tim Hynes (Chair), Sarah McLoughlin, Brendan Lenihan, Regina Moran, Louis Flynn, Sarah Barry, Deirdre Madden, Fiona Ross, Yvonne Traynor.

Apologies: Fergus Finlay, Ciarán Devane, Aogán O Fearghaíl, Fergus O'Kelly.

In attendance: Dean Sullivan (CSO), Stephen Mulvany (CFO), Anne O'Connor (COO), Justine McCarthy (EY), Stephanie O'Keeffe (ND Strategic Planning and Transformation), Connor Cleary (EY), Dara Purcell (Secretary), Niamh Drew, Rebecca Kennedy.

#### 1. Governance and Administration

The Committee Chair welcomed members to the meeting noting that the purpose of this meeting was to update the Committee and Board Members on the National Service Plan (NSP) 2021.

No conflict of interest was declared.

The Committee Chair informed the members present that Board Member F Ross has agreed to work closely with the Executive Management Team as the lead Board Member on the development of NSP 2021 and associated planning documents in response to the Letter of Determination (LOD).

F Ross took the Chair, introduced herself and welcomed everyone to the meeting and invited the CSO to provide an update in relation to NSP progress to date.

#### 2. National Service Plan

##### 2.1 National Service Plan Update

The CSO provided an overview on the proposed structure of the draft NSP and informed the Committee that it will include several new components as required by the LoD including an access to care action plan, a recruitment plan and a COVID-19 action plan.

He then set out the indicative timelines for delivery emphasising that we are working to an extremely tight schedule especially considering competing priorities and demands of operating in a COVID-19 environment. The CFO briefed the Committee on some high-level areas within the draft NSP. The Chair then invited queries and questions from members.

The Committee discussed how the baseline for 2021 in terms of existing levels could be determined in light of the impact on planned level of services in NSP 2020. The CSO advised that the level of services as delivered in 2020 will be used to inform baseline service levels in 2021 in the context of the impact of COVID-19 on services.

The Committee emphasised the need to ensure the NSP is strategically aligned with the Corporate Plan and facilitates and supports the continued roll-out and implementation of the Winter Plan in line with the agreed timescales and also provide funding to the levels set out in the Pandemic Plan in a number of key areas. The Committee noted that the HSE is also required to prepare and submit an annual Capital Plan for 2021 which should take account of review of contractual commitments across projects and programmes and the priorities set out in the LoD.

In relation to Workforce Management, the Committee advised that the NSP should include details on the additional WTE posts provided for by Budget 2021 such as the estimates of the number of employees, by grade, category and service areas and details of the Executive's recruitment strategy to deliver on this major expansion of the workforce.

The Committee stressed that in light of the significant increase in the funding allocation for 2021, it is incumbent on the HSE to ensure effective monitoring and reporting arrangements are in place

In response to questions in relation to the data in Appendix 3 of the draft NSP, the CSO clarified that it is the National Performance Indicator Suite and where there is a metric marked as TBC, it is because various elements are still being finalised. In response to query for explanation of why some money is being held back by the DoH, the CFO confirmed this is a standard provision. He advised that a sum of €261.6 million is being held by the Department for specific new initiatives and the incorporation of this funding within the HSE's net revenue expenditure determination will be undertaken as soon as detailed plans are agreed and initiatives commenced.

The Committee also discussed the relationship model with voluntary sector and the importance of addressing public expectations which may arise from the publication of the NSP 2021.

It was agreed that correspondence from Mr Robert Watt, Secretary General DPER to Mr Colm O'Reardon, Acting Secretary General, DoH re Budget 2020 and Health Expenditure Reporting would be circulated to the Committee following the meeting.

F Ross agreed to engage with each Committee and Board member and report back to the CSO to ensure their views captured are considered in the development of the NSP.

### 3. AOB

The Committee agreed that it will continue to hold other special meetings outside of its usual monthly meeting to provide the required oversight on NSP process in the coming weeks.

Date of Next Meeting: 18 November 2020.

The meeting concluded at 6:30pm.

Signed:   
Tim Hynes  
Chairperson

11/12/2021

Date