

Minutes
HSE Directorate Meeting
Held on Tuesday 20 November 2018 at 2:00pm
DG Meeting Room Dr Steevens Hospital

Members Present: J. Connaghan (Chair), R. Mannion, A. O'Connor, D. Sullivan, S. Mulvany, C. Henry

In Attendance: J. O'Sullivan, Secretary

Joined Meeting: M. Carton, (Item 3)

Item No.	Sub Item No.	Title of Paper Presented / Key Discussion Points	Agreed Action / Decision	Responsible	Due Date/ Review Date
3		<p>Directorate Quality Profile</p> <p>C. Henry welcomed Michael Carton to the meeting for this agenda item and provided an update in relation to the work undertaken by the Measurement for Improvement Team, QID based on the Directorate agreement at the October 2018 meeting. It was noted that this is the first step in a journey of developing the Board Quality Agenda.</p> <p>He presented Directorate Quality Profile Methodology Paper and also the Directorate Quality Agenda Workshop Report in relation to 9 November 2018.</p> <p>M. Carton presented the Directorate Quality Profile Test 1 and provided an overview of the performance under a suite of proposed indicators relating to the 7 domains and C. Henry provided a clinical perspective on the results.</p> <p>Members were given the opportunity to pose questions</p>	<p>Following consideration of the suite of measures by members it was agreed that the seven dimensions provided a broad representation and were presented in an informative manner.</p> <p>It was agreed that for the next meeting a refined set of measures will be presented with a number of key areas receiving more detailed interrogation. It was also agreed that there would be a focus on metrics relevant to Slaintecare, Unscheduled Care and Integrated Care.</p> <p>It was also agreed that an Advisory Group would be established to support the development of materials in advance of Directorate Meetings.</p>	C. Henry	December 2018

		and offer comment on each of the metrics and the relative importance of the chosen measure as well as the message being conveyed.			
1	1	<p>Agenda & Minutes</p> <p>Minutes of Directorate Meetings held on 16 October 2018 were considered</p> <p>Minutes of Special Directorate Meetings held on 12 October 2018 and 13 October 2018 relating to Cytology were considered</p> <p>Minutes of Special Directorate Meetings held on 17 October relating to National Service Plan 2019 were considered</p> <p>There were no matters arising not covered by the agenda</p>	<p>The Directorate approved the minutes of the meetings on: 12 October 2018; 13 October 2018; 16 October 2018; 17 October 2018.</p> <p>No conflicts of interest were declared by members.</p>	Secretary	
2		<p>Chairman's Remarks & Directorate Members' Discussion</p> <p>The Chairman welcomed Dr Colm Henry, Chief Clinical Officer as a new member of the Directorate. He also raised the following issues which were discussed by members: Establishment of the new HSE Board and the decisions required in relation to Board Committees as well as how the Board will interact with the Executive. J. O'Sullivan advised that external support will be sourced to assist with the establishment</p>	<p>It was agreed that an update will be provided at the next meeting and that the Secretary will link with members in relation to agreeing a project plan for the work</p>	Secretary	November 2018

4	Approvals in accordance with the reserved functions of the Directorate				
	4.1	<p>Property Transactions</p> <p>i. Lease of Car Park at Ashe Road, Nenagh, to Aras Mhuire Day Care Centre (PRG Ref: MW/L/1118/2022)</p> <p>ii. Lease Renewal, St Christopher’s Hospice, Cavan (PRG Ref: NE/L/1018/2118)</p> <p>iii. Lease to Positive Futures at Kilshean, Kiltipper Road, Old Bawn, Tallaght, Dublin 24 (PRG Ref: E/L/0216/1455)</p> <p>iv. Lease to St John of Gods to occupy a HSE property at 35 Esmonde Avenue, Clane, Co. Kildare (PRG Ref: E/L/0518/1539)</p> <p>v. Lease to St John of Gods to occupy a HSE property at 28 Hayfield, Maynooth, Co. Kildare (PRG Ref: E/L/0518/1662)</p> <p>vi. Lease to St John of Gods to occupy a HSE property at Glenskin, Ballinagappa Road, Clane, Co. Kildare (PRG Ref: E/L0816/1684)</p>	<p>i. Directorate approved Lease of Car Park at Ashe Road, Nenagh, to Aras Mhuire Day Care Centre on the Proposal of A. O’Connor Seconded by S. Mulvany</p> <p>ii. Directorate approved Lease Renewal, St Christopher’s Hospice, Cavan on the Proposal of D. Sullivan Seconded by C. Henry</p> <p>iii. Directorate approved Lease to Positive Futures at Kilshean, Tallaght, Dublin 24 on the Proposal of R. Mannion Seconded by A. O’Connor</p> <p>iv. Directorate approved Directorate approved Lease to St John of Gods at 35 Esmonde Avenue, Clane, Co. Kildare on the Proposal of C. Henry Seconded by R. Mannion</p> <p>v. Directorate approved Lease to St John of Gods at 28 Hayfield, Maynooth, Co. Kildare on the Proposal of S. Mulvany Seconded by D. Sullivan</p> <p>vi. Directorate approved Lease to St John of Gods to occupy a HSE property at Glenskin, Clane, Co. Kildare on the Proposal of C. Henry Seconded by A. O’Connor</p> <p>vii. Directorate approved Lease to St John of Gods at 4 College Road East, Clane, Co. Kildare on the</p>	<p>Secretary</p> <p>Decision No: 20/11 (56)2018</p> <p>Decision No: 20/11 (57)2018</p> <p>Decision No: 20/11 (58)2018</p> <p>Decision No: 20/11 (59)2018</p> <p>Decision No: 20/11 (60)2018</p> <p>Decision No: 20/11 (61)2018</p> <p>Decision No: 20/11 (62)2018</p>	<p>November 2018</p>

	4.2	<p>vii. Lease to St John of Gods to occupy a HSE property at 4 College Road East, Clane, Co. Kildare (PRG Ref: E/L/1116/1748)</p> <p>viii. Lease to St John of Gods to occupy a HSE property at 2 The Downings, Prosperous, Co. Kildare (PRG Ref: E/L/0617/1849)</p> <p>ix. Lease to St John of Gods to occupy a HSE property at 120 Barrington Court, Prosperous, Co. Kildare (PRG Ref: E/L/1217/1872)</p> <p>Contract Approval Requests</p> <p>i. GP Out of Hours Services North Wicklow South Dublin (Ref: HSE CHE 01/18)</p> <p>Capital Contract Approval</p> <p>i. Contract award for the construction of 40 bed modular ward building at South Tipperary University Hospital, Clonmel</p>	<p>Proposal of R. Mannion Seconded by C. Henry</p> <p>viii. Directorate approved Lease to St John of Gods at 2 The Downings, Prosperous, Co. Kildare on the Proposal of D. Sullivan Seconded by R. Mannion</p> <p>ix. Directorate approved Lease to St John of Gods at 120 Barrington Court, Prosperous, Co. Kildare on the Proposal of S. Mulvany Seconded by C. Henry</p> <p>Contract Approval Requests</p> <p>i. Directorate approved contract award for GP Out of Hours Services North Wicklow South Dublin on the Proposal of R. Mannion Seconded by A. O'Connor</p> <p>Capital Contract Approval</p> <p>i. Directorate approved contract award for the construction of 40 bed ward at South Tipperary University Hospital, Clonmel on the Proposal of C. Henry Seconded by R. Mannion</p> <p>In approving this capital contract, the Directorate considered and noted the additional pressure that this will place on the resources in the Capital Plan but also recognised previous discussions in relation to the funding mechanism for this project.</p>	<p>Decision No: 20/11 (63)2018</p> <p>Decision No: 20/11 (64)2018</p> <p>Decision No: 20/11 (65)2018</p> <p>Decision No: 20/11 (66)2018</p>	
	4.3				

5	5.1 5.2	Monitoring of Performance 4.1 Performance and Escalation Report September 2018 4.2 HR Monitoring Report	The Directorate discussed and noted the content of the September 2018 performance reports.	Secretary	November 2018
6		Sláintecare Update D. Sullivan provided a verbal update in relation to Sláintecare, in particular the engagement with the Slaintecare Implementation Office in relation to development of the National Service Plan 2019	The Directorate noted the update	D. Sullivan	November 2018
7		National Service Plan 2019 J. Connaghan and D. Sullivan gave an update in relation to on-going work in relation to finalising the National Service Plan 2019 and in particular the challenges of reaching a balanced funding position. All member of the Directorate contributed to the discussion.	The Directorate noted the current position and acknowledged the on-going work to reach an assessment of the financial challenge. A Special Meeting of the Directorate is scheduled for 30 November 2019 to agree the Service Plan for submission to the Minister.	Secretary	November 2018
8	1	Code of Practice for Governance of State Bodies J. O'Sullivan advised on the process and requirements in relation to the Board Self-assessment Questionnaire under the Code of Governance for State Agencies	Following a discussion it was agreed that members would individually complete the questionnaire for analysis and further discussion once the results have been collated.	Secretary	December 2019
9	1 2	Charities Regulator Charities Governance Code Annual Trustee Declaration J. O'Sullivan advised Directorate members in relation to the charitable status of the HSE and their requirements	It was noted that each Directorate member acts as a Trustee of the HSE in the context of Charities regulation and noted the requirement to sign the new annual declaration form which forms part of the annual return.	Secretary	November 2018

		as Trustees under the Charities Act 2009 and new requirements under the Charities Governance Code, 2018	It was also noted that there is an additional compliance process required of the HSE for 2018 under the new Code		
10		Ways of Working	This item was deferred to a future meeting	Secretary	December 2018
11		Biplane Angiography Suite, Beaumont	This item was deferred to a future meeting	Secretary	December 2018
12		Any Other Business D. Sullivan raise the issue of the Construction of National Children's Hospital and advised members of the engagement process currently underway in relation to construction costs.	Following a discussion, the Directorate noted the on-going engagement in relation to funding of the construction and requested that they be briefed on any significant developments following meetings scheduled in the coming days.	D. Sullivan	December 2018
The meeting concluded at 3:30 pm. The next scheduled meeting is on 18 December 2018					

Signed:

J. Connaghan
Chairman

Date: