

**Minutes of the HSE Directorate Meeting
held on
Tuesday 23rd January, 2018**

Members Present: T. O'Brien (Chair) S. Mulvany, P. Crowley, J. Connaghan, D. Sullivan and R. Mannion

Apologies: None

In attendance J. O'Sullivan and D. Purcell (Secretary)

Joined the Meeting: J. Carolan

Time & Location: Room 1.11, Dr. Steevens' Hospital, Dublin 8 at 12.00pm

Items are presented here in the order in which they were discussed and are numbered according to the order they appeared on the agenda.

Item	Discussion / Comments	Action
1	Minutes of Directorate meeting on the 19th December 2017	
	The minutes of the Directorate meeting on the 19 th December 2017 were approved.	
	1.2 Actions/matters arising Any matters arising were dealt with under the relevant agenda items.	
2	Chairman's Remarks and Directorate Members' Discussion	
	A number of topical issues within Divisions were discussed.	
3	Sláintecare Report Update	
	D. Sullivan provided an update on his engagement with the DoH in relation to the implementation of the Sláintecare Report.	
4	Monitoring of Performance – Report from National Performance Oversight Group Meeting 9th January 2018 (November 2017 Data)	
	J. Connaghan presented the report from the National Performance Oversight Group (NPOG) meeting on the 9 th January 2018.	
	The key performance issues and the service issues that have been or remain in black or red escalation following the National Performance Oversight group (NPOG) meetings with National Directors were reviewed. The actions taken and the progress made to improve performance in the areas in escalation were noted	
	<u>Action agreed:</u>	
	<ul style="list-style-type: none"> Finance to be included in the report from the NPOG in future. 	
5	Reports from Directorate Committees	
	Risk Committee	
	5.1 Letter dated 30th November 2017 from Chair, HSE Risk Committee re HCAI/AMR	
	The letter from the Chairperson of the Risk Committee in relation to HCAI/AMR was reviewed.	
	<u>Action agreed:</u>	
	<ul style="list-style-type: none"> J. Connaghan to raise the content of the letter at the next NPHEIT meeting. J. Connaghan to draft a response to the letter from the Chair of the Risk Committee advising of the action being taken. 	J. Connaghan J. Connaghan
6	Approvals in accordance with the reserved functions of the Directorate	
	6.1 ICT Capital Plan 2018	
	J. Carolan joined the meeting for consideration of this item and reported on the changes to the ICT Capital Plan 2018 as a result of feedback from the	

	<p>DoH.</p> <p>Adoption of the ICT Capital Plan 2018 in accordance with section 31 of the Health Act 2004 (as amended) was proposed by J. Connaghan, seconded by S. Mulvany and agreed. Directorate Decision No.23.01(02)2018</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> Draft letter to accompany the ICT Capital Plan 2018 to be circulated to members for comment/observations. <p>6.2 Panel to Authenticate the HSE Seal Approval of the Panel of persons authorised to authenticate the Seal of the HSE as circulated prior to the meeting was proposed by T. O'Brien, seconded by D. Sullivan and agreed. Directorate Decision No.23.01(03)2018</p> <p>6.3 Audit Committee Membership The reappointment of S. McGovern as an external member of the Audit Committee for two years was proposed by T. O'Brien, seconded by P. Crowley and agreed. Directorate Decision No.23.01(04)2018</p>	
7	Quality and Patient Safety Report – Update	
	<p>P. Crowley presented the proposal for the development of the quality and safety agenda at HSE Directorate meetings, tabled at the meeting.</p> <p>The two-part approach to the development of the quality and safety agenda through individual interviews and a facilitated workshop with Directorate members was agreed.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> P. Crowley to make the necessary arrangements for interviews with Directorate members and subsequent workshop. 	P. Crowley
8	Ministerial Correspondence	
	<p>8.1 Letter dated 30th November 2017 re appointments of Board Members to the South/South West Hospitals Group Board</p> <p>8.2 Letters dated 5th and 28th December 2017 re appointments to Saolta University Healthcare Group</p> <p>8.3 Letter dated 29th December 2017 re appointments of Board Members to the Ireland East Hospital Group Board and RCSI Hospitals Group Board</p> <p>Items 8.1 – 8.3 taken together. The letters from the Minister regarding appointments to Hospital Group Boards were noted.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> Director General to write to the Minister regarding the Memorandum of Agreement with Hospital Group Boards. 	T. O'Brien
9	Any Other Business	
	<ul style="list-style-type: none"> Draft legislation regarding the Children's Hospital Group to be reviewed by S. Mulvany. Corporate Plan – D. Sullivan advised he was engaging with the DoH regarding the development of the HSE Corporate Plan. It was noted that a draft Corporate Plan will be submitted for the February meeting. 	

The meeting concluded at 12.55pm

Signed:

Date:

Tony O'Brien
Chairman