

Minutes

**HSE Directorate Meeting
Held on 26 March 2019 at 2:00 pm
DG Meeting Room, Dr Steevens Hospital**

Members Participating: A O'Connor (Chairperson), D Sullivan, C Henry, S Mulvany, L Woods

Apologies: R Mannion

In Attendance: J. O'Sullivan (Secretary)

Joined Meeting: M Dolan (Item 4 only), P Caslin, M Carton, G Moore (Item 5 only)

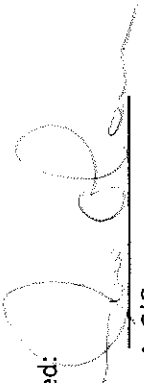
Item No.	Title of Paper Presented / Key Discussion Points	Agreed Action / Decision	Responsible	Due Date/ Review Date
1	<p>Audit Committee and Risk Committee</p> <p>T. O'Higgins Chair of the HSE Audit Committee presented the Annual Report of the Committee for 2018 and provided additional clarification in relation to a number of areas and responded to questions from members.</p> <p>Dr Sheelah Ryan Chair of the HSE Risk Committee presented the Annual Report of the Committee for 2018 and provided additional clarification in relation to a number of areas and responded to questions from members.</p>	<p>The Directorate accepted the Annual Report of the HSE Audit Committee which will be sent to the Minister for Health.</p> <p>The Directorate accepted the Annual Report of the HSE Risk Committee which will be sent to the Minister for Health.</p>	<p>Decision No 26/03 (93) 2019</p> <p>Decision No 26/03 (94) 2019</p> <p>Secretary</p>	<p>April 2019</p>
2	<p>Agenda and Minutes</p> <p>The minutes for the following Directorate meetings were considered: 6 March 2019 (Monthly Meeting) 13 March 2019 (Special Meeting re Capital Plan)</p>	<p>The Directorate approved minutes of the meetings of 6 March 2019 and 13 March 2019.</p> <p>No conflicts of interest were declared</p>	<p>Secretary</p>	

3	<p>Chair's Remarks & Directorate Member's Discussion</p> <p>A O'Connor welcomed members to the meeting and she raised a number of items which were discussed by members including: Review of Costs on the new Children's Hospital, Slaintecare Action Plan, On-going preparation for Brexit and the associated risks and new Nurses' Contract</p>	A O'Connor	
	<p>Approvals in accordance with the reserved functions of the Directorate</p>		
4	<p>Finance -- Adoption of Audited Financial Statements 2018</p> <p>S Mulvany and M Dolan provided an overview of the draft 2018 AFS which had previously been circulated along with a number of other documents including: CFO Assurance Statement in relation to the accounts; Accounting Policies; Statement on Internal Control and Governance Statement. Members took the opportunity to seek clarification on a number of points. S Mulvany provided additional clarification in relation to the accounting treatment of the first charge and its proportionate distribution between statutory and voluntary providers.</p>	<p>S Mulvany</p> <p>Decision No.26/03</p> <p>(95) 2019</p>	<p>The Directorate, in line with statutory provisions, adopted the draft 2018 AFS for presentation to the C& AG for audit and copied to the Minister for Health on the proposal of D Sullivan Seconded by L Woods</p>
5	<p>Directorate Quality Profile</p> <p>M Carton and G Moore from the QI Team joined the meeting along with Pat Caslin.</p> <p>Pat spoke to the Directorate from his perspective as a patient and service user with a particular focus on the importance of communication and its relevance to improving quality. This was followed by an interactive discussion in relation to observations made by him, including: a more holistic approach to care, more joined-up services, taking care of staff and cultural improvement.</p> <p>M Carton and C Henry provided an overview of the Directorate Quality Profile Test 5 which included a new quality metric re Colonoscopy bringing the total number to 10. He advised that the planned Directorate sessions on quality would conclude with the 6th test at the next meeting and that a workshop is planned to review the learning from all 6 tests and to plan the next steps.</p>	C Henry	<p>April 2019</p>

	C. Henry provided an update on work in relation to the development of the Directorate Quality Agenda since the last meeting including Test 4 of the Profile and Test 2 – Making Use of Existing patient Experience Data.	It was agreed that the development of the Directorate Quality Agenda will continue and discussions will take place in relation to introducing the work to the incoming HSE Board.	Secretary	
6	<p>Property Transactions</p> <p>Lease office suite at Herbert Building, Carrickmines, Dublin 18 for National Project Office for implementation IFMS. (PRG Ref: E/L/0219/2173)</p> <p>Lease of Belturbet Health Centre, Belturbet, Co. Cavan. (PRG Ref: NE/L/0717/1883)</p>	<p>The Directorate approved the following property transactions:</p> <p>Lease office suite at Herbert Building, Dublin 18 for implementation of IFMS implemented on the Proposal L Woods of Seconded by D Sullivan. It was noted that discussions are on-going in relation to securing more favourable lease terms.</p> <p>Lease of Belturbet Health Centre, Co. Cavan on the Proposal of L. Woods Seconded by C Henry.</p>	<p>Secretary</p> <p>Decision No. 26/03 (96) 2019</p> <p>Decision No. 26/03 (97) 2019</p>	March 2019
7	<p>NSP 2019 Implementation</p> <p>A O'Connor provided background and context to the latest versions of two discussions documents previously circulated to the Directorate as follows:</p> <ul style="list-style-type: none"> • Pay & Numbers Strategy 2019 (Post discussion with DoH) • Savings Measures 2019 (For discussion with DoH) <p>These documents are based on the Directorate's agreed hierarchy of priorities which seek to prioritise the development of safe services within available resources and thereafter maximising the targets of the NSP 2019 without compromising safety thus maximising effectiveness, efficiency and economy of services.</p> <p>S Mulvany provided additional clarification which was followed by a comprehensive discussion among members.</p>	<p>The Directorate decided to endorse the content of the <i>Pay & Numbers Strategy 2019</i> and <i>Savings Measures 2019</i> noting that discussions are on-going with the HSE's delivery system and with the Department of Health on the proposal of S Mulvany Seconded by L Woods</p> <p>Notwithstanding these on-going discussions, the Directorate decided that a concise direction should issue to the system which reflect the key points of discussion and decision of the Directorate namely:</p> <ul style="list-style-type: none"> • The introduction of a consolidation period of three months (to end June) or earlier where a balanced plan is accepted and is showing evidence of delivery; • Continued recruitment of funded development posts based on compliance with existing controls; 	<p>A O'Connor</p> <p>Decision No. 26/03 (98) 2019</p>	April 2019

		<ul style="list-style-type: none"> Review of additional controls on receipt and acceptance of balanced plans. These measures are based upon the financial pressures in the system arising from high levels of recruitment in 2018 and their impact on 2019 and the requirement to live within the NSP resources available to HSE. These measures apply to notified Hospital Groups, CHOs and to the Corporate Centre as appropriate. 			
8	Monitoring of Performance Report National Performance Oversight Group 5 March 2019		The Directorate discussed and noted the content of the January 2019 Performance Reports	L Woods	March 2019
9	Audit Committee The Directorate considered the Minutes of Audit Committee Meeting held on 11 February 2019. L Woods provided a verbal update Audit Committee Meeting held on 11 March 2019		The Directorate noted the minutes of the Audit Committee meeting of 11 February 2019 and the update on the meeting of 11 March 2019	L Woods Secretary	March 2019
10	Risk Committee C Henry provided a verbal update on the Risk Committee Meeting held on 8 March 2019		The Directorate noted the update on the Risk Committee meeting of 8 March 2019	C Henry Secretary	March 2019
11	HSE Board J O'Sullivan provided feedback on the informal meeting of the incoming Board held on 15 March 2019 as well as an update on the Health Service Executive (Governance) Bill 2018		The Directorate noted the updates in relation to the Board and governance legislation.	Secretary	March 2019
12	Any Other Business No matters were raised				
			The meeting concluded at 6:00 pm. The next meeting is scheduled for 23 April 2019		

Signed:

A handwritten signature in black ink, appearing to read 'A. O'Connor', written over a horizontal line.

A. O'Connor
Chairperson

Date: