

**Minutes of the HSE Directorate Leadership Team Meeting  
Thursday 28<sup>th</sup> January 2016**

**Directorate Members Present:** T. O'Brien, P. Crowley, P. Healy, S. Mulvany, J. Hennessy, R. Mannion, S. O'Keeffe, A. O'Connor and L. Woods

**Members of Leadership Team present:** D. McCallion, P. Lynch, P. Connors, J. Coffey and J. Carolan

**Apologies:** A. Carroll, R Corbridge, M. Flynn, D. Purcell

**In attendance** J. Ryan and J. O'Sullivan

**Joined the Meeting:** B. Hyland

**Time & Location:** Board Room Dr. Steevens' Hospital, Dublin 8 at 11.00am

Item	Discussion / Comments	Action
<b>1</b>	<b>Divisional Operational Plans 2016</b>	
	<p>The purpose of this special Directorate Leadership Team meeting was to give final sign-off to the full suite of 2016 Operational Plans for the relevant service divisions.</p> <p>Each of the relevant National Directors provided a short update highlighting key matters relevant to their respective plans, outlining engagement with the line Divisions in the Department of Health and identifying any minor presentational/typographical issues that need to be finalised. Subject to these non-material changes, it was agreed that each of the 2016 Operational Plans was approved by the Leadership Team. Any final changes are to be made prior to close of business on 28 January 2016.</p> <p>A brief discussion was held in relation to the finalisation of 2016 Hospital Group and Community Healthcare Organisation Plans and P. Lynch reminded the meeting of the agreed completion date of 19 February 2016 for all such plans.</p> <p>Following a discussion on the date and format of publication of the Operational Plans &amp; HG/CHO plans, it was agreed that a discussion would be held between P. Connors, L. Woods, P. Healy &amp; P. Lynch as to the approach to publication and a recommendation would be made to the Director General by 29 January 2016.</p> <p>A discussion took place regarding the on-going engagement with the Department of Health in relation to performance at the HSE/MAC monthly meeting and, in particular the importance of managing the relevant risks and assumptions as well as operation of Employment Controls pending the agreement of local funded workforce plans. These issues will be raised at the next scheduled HSE/MAC meeting on 11 February 2016.</p>	<p style="text-align: center;"><b>National Directors</b></p> <p style="text-align: center;"><b>P. Lynch</b></p> <p style="text-align: center;"><b>CFO/ National Directors</b></p>
<b>2</b>	<b>Any Other Business</b>	
	No matters were raised under this item.	

The meeting concluded at 12.30 pm

**Signed:**

**Date:**

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**Tony O'Brien**  
**Chairman**