

**Minutes**  
**HSE Special Directorate Meeting**  
**Held on Tuesday 11 December 2018 at 1:15pm**  
**DG Meeting Room, Dr Stevens Hospital**

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

**In Attendance:** J. O'Sullivan Secretary, S. O'Keeffe (Item 2)

| Item No. | Sub Item No. | Title of Paper Presented / Key Discussion Points  | Agreed Action / Decision  | Responsible                          | Due Date/ Review Date |
|----------|--------------|---|---|--------------------------------------|-----------------------|
| 1        |              | <b>Chairman's Remarks &amp; Directorate Members' Discussion</b>   |   |                                      |                       |
|          |              | The Chair welcomed members to the Special meeting of the Directorate to approve the 2019 National Service Plan in accordance with the reserved functions of the Directorate. He also advised that there was an important item which he wished to raise under Any Other Business.  |   | Chair                                |                       |
|          |              | No conflicts of interest were declared.   |   |                                      |                       |
| 2        |              | <b>Approvals in Accordance with the reserved Functions of the Directorate</b>   |   |                                      |                       |
|          | 2.1          | <b>Approval of National Service Plan 2019</b><br>The Chair provided an update on the NSP process to date outlining a number of key engagements which had taken place since receipt of the Letter of Determination dated 17 October 2018. He also referenced the detailed discussion which had been held at Leadership Team meeting earlier that day.<br><br>He invited D. Sullivan and S. O'Keeffe to provide a high level assessment of the challenges faced in preparing a balanced plan and the risks inherent in the proposed approach. In addition, S. Mulvany highlighted work undertaken to close the shortfall between the required and available resources and outlined the current position in relation to a potential €100m gap. | The Directorate approved the National Service Plan 2019 for submission to the Minister for Health accompanied by the Capital Plan 2019 and ICT Plan 2019 on the proposal of R. Mannion Seconded by D. Sullivan.<br><br>It was agreed that flexibility will be given to the DDG Strategy and CFO to oversee some final adjustments to the NSP subject to the Directorate being kept advised of any significant changes. It was agreed that a further meeting of the Directorate would be convened to approve any material changes. | Decision Number<br><b>11/12 (68)</b> | J. O'Sullivan         |

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|   | <p>It was noted that the associated risks will be articulated in the NSP document.</p> <p>The Chair recorded his thanks to the wide range of staff who worked diligently over long hours in order to deliver the plan.</p>  |  |  |  |
| 3 | <p><b>Any Other Business</b></p> <p>J. Connaghan advised the Directorate of his decision to resign his position as Interim Director General and Chairman of the Directorate with effect from 31 December 2018. He advised A. O'Connor has accepted the request from the Minister for Health to fulfil the role until such time as the current PAS campaign for Director General/CEO Designate is concluded.</p> <p>He thanked members of the Directorate for the support that they had provided during his tenure and wished Anne well in the role. He acknowledged that great work being done by staff throughout the health service and the honour it was to serve as DG. It was noted that correspondence would issue to staff and stakeholders immediately after the meeting.</p> |  |  |  |
|   | <p>The meeting concluded at 2:15pm. The next meeting is scheduled for 18 December 2018</p>  |  |  |  |

Signed:



A. O'Connor  
Chairperson

Date: 29.01.19