

**Minutes of the HSE Directorate meeting  
Wednesday 17<sup>th</sup> September, 2014**

**Members present:** T. O'Brien (Chairman), L. McGuinness, S. Mulvany, S. O'Keeffe, P. Healy, J. Hennessy T. O'Connell and A. O'Connor.

**Apologies:** None

**In attendance** L. Kearns and D. Purcell (Secretary)

**Joined the Meeting:** L. Woods

**Time & Location:** Room 1.11, Dr. Steevens' Hospital, Dublin 8 at 9.30am

Item	Discussion / Comments	Action
<b>1</b>	<b>Minutes from previous meetings on the 15<sup>th</sup> July 2014</b>	
	<p>The minutes of the Directorate meeting on the 15<sup>th</sup> July 2014 were approved.</p> <p><u>Matters arising:</u> No Matters were raised under this heading.</p>	
<b>2</b>	<b>Directorate Committees</b>	
	<p><b>2.1 Risk Committee Meeting 16<sup>th</sup> July 2014</b> The draft minutes of the Risk Committee meeting on the 16<sup>th</sup> July 2014 were noted.</p> <p><b>2.2 Audit Committee Meeting 15<sup>th</sup> September 2014</b> L. McGuinness provided an update on the matters considered by the Audit Committee at its meeting on the 15<sup>th</sup> September. She mentioned in particular issues of concern regarding tax matters and issues arising from Internal Audit reports on the management of car parks. It was noted that there will be a Chapter on procurement in the C&amp;AG Annual Report.</p> <p><b>2.3 Joint Meeting of the HSE Audit and Risk Committees 9<sup>th</sup> June 2014</b> The minutes of the joint meeting of the HSE Audit and Risk Committees on the 9<sup>th</sup> June 2014 were noted.</p> <p><b>2.4 Establishment of eHealth Ireland Committee</b> The Directorate considered the report by L. Kearns circulated prior to the meeting noting progress, and discussed the role and membership of the proposed eHealth Ireland Committee.</p> <p><u>Action agreed:</u> L. Kearns to engage with National Directors and provide an update on the establishment of the committee to the next Directorate meeting on the 21<sup>st</sup> October 2014.</p>	L. Kearns
<b>3</b>	<b>Performance Reporting</b>	
	<p><b>3.1 Performance Assurance Reports – June and July 2014</b> The key messages on service performance, quality and patient</p>	



	<p><b>4.2 Property Transactions</b> Approval of the acquisition the Avila residential home for a nominal amount from the Tipperary Association for Special Needs was proposed by L. McGuinness, seconded by S. O’Keeffe and agreed. <i>Directorate Decision No.17.09(25)2014</i></p> <p>Approval of the purchase by St. James’s Hospital of <b>16-23 Bow Lane West, Dublin 8</b> and <b>Brookfield Clinic, 2-4 Brookfield Road, Dublin 8</b> (National Paediatric Hospital) based on the papers considered at the Directorate meeting in July was proposed by S. O’Keeffe, seconded by T. O’Connell and agreed. <b>16-23 Bow Lane West, Dublin 8 - Directorate Decision No.17.09(26)2014</b> <b>2-4 Brookfield Road, Dublin 8 - Directorate Decision No.17.09(27)2014</b></p> <p><u>Actions agreed:</u></p> <ul style="list-style-type: none"> <li>• S. Mulvany to follow up on the source of funding of the transactions (capital or revenue.)</li> <li>• L. Woods to communication with St. James’s Hospital in relation to the appropriate prior approval of property transactions in accordance with property transaction procedures.</li> </ul> <p><b>4.3 Amendment to HSE Composite Bank Mandate</b> Approval of the resolution in relation to the appointment of authorised officers for HSE Banking matters as circulated prior to the meeting was proposed by S. Mulvany, seconded by L. Mc Guinness and agreed. <i>Directorate Decision No.17.09(28)2014</i></p>	<p>S. Mulvany</p> <p>L. Woods</p>
<b>5</b>	<b>Updates on Standing Items</b>	
	<p><b>5.1 System Reform Programme</b> L. Kearns provided a verbal update on progress and reported that a core programme of projects would be finalised based on Government priorities, and considered at the Reform Steering Group meeting on the 30<sup>th</sup> September 2014.</p> <p>P. Healy updated on the finalisation of the the Report &amp; Recommendations of the Integrated Service Area Review Group which sets out new governance and reporting arrangements between the proposed new Community Healthcare Organisations and National HSE management. It was noted that the 8<sup>th</sup> October 2014 is the planned publication date for this report and that following the launch there will be a communications and engagement process with staff and other key stakeholders. Arrangements for the assignment/recruitment of Chief Officers for the CHOs are being finalised with HR.</p> <p><u>Action agreed:</u> Communication to be issued to all ISA Managers to outline the process and timelines relating to the implementation of the report.</p> <p><b>5.2 Implementation of HRA –</b> <b>5.2.1 Review delivery of savings targets</b> Verbal update provided by S. Mulvany regarding reduction and control of medical and nursing agency expenditure.</p> <p><u>Action agreed:</u> S. Mulvany to provide a briefing paper on implementation of HRA to</p>	<p>P. Healy</p> <p>S. Mulvany</p>

	<p>the next Directorate meeting on the 21<sup>st</sup> October 2014.</p> <p><b>5.2.2 Report of the Implementation of the Regularisation process of Management/Admin staff under the Croke Park Agreement and HRA</b>  Paper deferred to the next Directorate meeting on the 21<sup>st</sup> October 2014.</p> <p><b>5.3 Money Follows the Patient – Conversion Year 2015</b>  S. Mulvany spoke to the paper circulated prior to the meeting setting out the work done during 2014 under the money follows the patient programme and the proposals for phase 2 for 2015.</p> <p>Following discussion the Directorate supported the steps to be taken to implement phase 2 of Money Follows the Patient in 2015.</p>	<b>Agenda Item 21/10/14</b>
<b>6</b>	<b>Department of Defence – 2013 Annual Report on Emergency Planning</b>	
	Report noted	
<b>7</b>	<b>Any Other Business</b>	
	L. McGuinness provided an update on the Carndonagh Ambulance review report which is due to be published shortly.	

The meeting concluded at 11.55am

Signed:

Date:

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Tony O'Brien  
Chairman