

**Minutes of the HSE Directorate meeting
Wednesday, 17th December 2014**

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

Apologies: T. O'Connell

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

Joined the Meeting: L. Woods

Time & Location: Room 1.11, Dr. Steevens' Hospital, Dublin 8 at 1.20pm

Item	Discussion / Comments	Action
1	Minutes from previous meeting on the 18th November 2014	
	<p>The minutes of the Directorate meeting on the 18th November 2014 were approved.</p> <p><u>Matters arising:</u> No Matters were raised under this heading.</p>	
2	Issues arising from care and treatment provided in Áras Attracta	
	<p>P. Healy briefed the meeting on the actions underway in relation to care and treatment provided in Áras Attracta as follows:</p> <ul style="list-style-type: none"> • Personnel against whom allegations were made have, without prejudice, been put on administrative leave; • Investigation independently chaired by Mr. Christy Lynch, CEO of KARE into the matter; • Assignment of Practice Co-coordinators to Unit 3 to supervise practice and implementation of care plans, and to provide assurance to management. • Commissioning of a full assurance review of all of the Units in the Aras Attracta facility under the independent chairmanship of Dr. Kevin McCoy • system-wide programme of measures to ensure the quality and safety of services delivered by 90 Providers in the 908 designated residential centres for people with disabilities, are in line with the requirements of the regulations and standards as inspected by HIQA. In this regard, a 6 step programme, will be implemented and monitored by a multi – agency Task Force for Disability Residential Services, led by P. Healy. • National Implementation Taskforce to drive the implementation of the programme and development of long term sustainable and evidence based safeguarding practices and training programmes specific to residential settings. <p>The Directorate noted that the following actions were underway following the Leadership Team earlier that day:</p> <ul style="list-style-type: none"> • Good Faith Reporting and Protected Disclosures are being reviewed • Complaints management relating to significant care issues to be reviewed by the Directorate quarterly. • Review of significant care issues identified by Divisions. • Review of Trust in Care Policy and Disciplinary Procedures. <p><u>Action agreed:</u> A further briefing on this is to be provided to the Directorate at its meeting on the 20th January 2015.</p>	Agenda Item 20/01/15

3	Report from Directorate Committees	
	<p>3.1 Audit Committee Meeting on 8th December 2014 L. McGuinness, D. Purcell and S. Mulvany reported on the matters considered at the Audit Committee meeting which took place on the 8th December 2014. The matters reported on included; the C&AG Audit Plan 2015; consideration of the Chapters in the C&AG Annual Report 2014; the update on tax matters and related changes to practice; the controls assurance review process; 2013 Management Letter and the need for appropriate management action/responses and the report from the National Director Internal Audit.</p> <p><u>Action agreed:</u> The approved minutes are to be circulated and noted at the next Directorate meeting.</p> <p>3.2 Audit Committee Membership The nomination of Mr. Stephen McGovern as a member of the Audit Committee was proposed by T. O'Brien, seconded by L. McGuinness and agreed. Directorate Decision No.17.12(37)2014</p>	Agenda Item 20/01/15
4	Performance Reporting	
	<p>Performance Assurance Report – October 2014 The key messages on service performance, quality and patient safety issues, employment and finance figures, as reported in the October 2014 performance assurance report, were presented by L. McGuinness and S. Mulvany and considered by Divisional Area.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> • Performance Assurance Report to be sent to the DoH and published. 	L. McGuinness/ P. Connors to arrange
5	For Approval/Decision in accordance with the reserved functions of the Directorate	
	<p>5.1 Property Transactions 5.1.1 Lord Edward St. Limerick Approval to purchase of a site at Lord Edward Street, Limerick, for the development by the HSE of a Primary Care Centre under the current national PPP procurement schedule was proposed by J. Hennessy, seconded by A. O'Connor 5.1.2 Lands at Newcastle Hospital, Co. Wicklow Directorate Decision No.17.12(38)2014</p> <p>5.1.2 Transfer of Lands at Newcastle Hospital Co. Wicklow Approval to transfer lands at Newcastle Hospital, Co Wicklow, to the Minister for Education and Skills for the proposed construction of a new special needs school was proposed by P. Healy, seconded by J. Hennessy and agreed. Directorate Decision No.17.12(39)2014</p> <p>5.2 Contract Approval The awarding of the contract for the provision of Outpatient Parenteral Antimicrobial Therapy (OPAT) Service to the HSE as recommended by the Procurement Evaluation was proposed by J. Hennessy seconded by P. Healy and agreed. Directorate Decision No.17.12(40)2014</p>	
6	Any Other Business	
	No matters were raised under this item	

The meeting concluded at 1.45pm

Signed:

Date:

Tony O'Brien
Chairman