

**Minutes of the HSE Directorate meeting
Wednesday 22nd October, 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: B. O'Brien and L. Woods

Time & Location: Room 1.11, Dr. Steevens' Hospital, Dublin 8 at 9.00am

Item	Discussion / Comments	Action
1	Minutes from previous meeting on the 17th September 2014	
	<p>The minutes of the Directorate meeting on the 17th September 2014 were approved.</p> <p><u>Matters arising:</u> No Matters were raised under this heading.</p>	
2	Regularisation process Haddington Road Agreement	
	<p>B. O'Brien joined the meeting for consideration of this item.</p> <p>2.1 Labour Court Recommendation LCR20849 and 2.2 Overall implementation update report from HR (taken together) B. O'Brien spoke to the update report on the regularisation process under the Croke Park and Haddington Road Agreements circulated prior to the meeting. He also briefed members on the Labour Court ruling to regularise a specific individual's post at Assistant National Director level and the potential implications for a number of similar claims in the non-Acute sector including the Chief Officer posts for the Community Healthcare Organisations. He confirmed engagement with the Unions is ongoing.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> • Recruitment of the Chief Officer positions to proceed. • B. O'Brien to conduct a review of the regularisation process and to report back to the Directorate 	
3	Patient Safety, Quality Improvement and Quality Assurance	
	<p>T. O'Brien spoke to the paper circulated prior to the meeting setting out the actions being taken to develop a Quality and Patient Safety Enablement Programme. He confirmed that this Programme is being developed following from the discussion at the Directorate meeting on the 18th June of the proposals for restructuring the QPS Division and subsequent inputs from National Directors.</p> <p>To deliver this Programme the key responsibilities will be assigned to two National Directors (Ian Carter and Dr. Philip Crowley).</p>	
4	Correspondence from Mr. Gordon Jeyes, CEO Tusla re Child Protection Notification System	
	<p>The correspondence from G. Jeyes in relation to the introduction of the Child Protection Notification System of the 15th October 2014</p>	

	<p>was noted.</p> <p><u>Action agreed:</u> J. Hennessy to review proposals in the correspondence and engage with Tusla.</p>	J. Hennessy
5	System Reform Programme	
	<p>3.1 Establishment of eHealth Ireland Directorate Committee The paper, circulated prior to the meeting, in relation to the establishment of an eHealth Ireland Committee of the Directorate as directed in the DoH letter of sanction was reviewed. The establishment of the eHealth Ireland Committee based on the terms of reference circulated was proposed by T. O'Brien, seconded by L. McGuinness and agreed. <i>Directorate Decision No.22.10(32)2014</i></p> <p>It was noted that the Committee will consist of about 12-15 members, with an external Chairperson. The scope of membership of the eHealth Committee set out in the paper circulated was agreed in principle. L. Kearns to engage with the DoH on the proposed membership to ensure that the range of competencies envisaged within the eHealth Strategy have been appropriately addressed, from the perspective of the Department of Health.</p> <p><u>Action agreed:</u> Membership invitations to be followed up including consultation with the DoH. The membership list, when finalised, will be considered by the Directorate.</p> <p>3.2 System Reform Programme Update The update tabled by L. Kearns at the meeting was noted. He reported that Programme priorities are to be considered in the context of the National Service Plan 2015.</p>	L. Kearns Future Agenda Item
6	Performance Reporting	
	<p>4.1 Performance Assurance Report – August 2014 The key messages on service performance, quality and patient safety issues, employment and finance figures, as reported in the August 2014 performance assurance report, were presented by L. McGuinness and S. Mulvany and considered in detail.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> • The Performance Assurance Report was approved for submission to the DoH and publication. L. McGuinness to agree arrangements for publication with P. Connors. <p>4.2 National Service Plan 2015 S. Mulvany provided an update on the engagement with the DoH on the financial framework for 2015. L. McGuinness updated on the work being done in consultation with individual National Directors to prepare the National Service Plan 2015 (NSP).</p> <p>It was noted that the Leadership Team were to meeting later that day to consider the draft NSP 2015</p> <p><u>Actions agreed:</u></p> <ul style="list-style-type: none"> • NSP 2015 to be submitted as soon as is practical following receipt of the letter of determination. • Operational plans to be targeted for publication by mid-December. 	

7	For Approval/Decision in accordance with the reserved functions of the Directorate	
	<p>L. Woods joined the meeting for consideration of these items</p> <p>5.1 Property Transaction</p> <ul style="list-style-type: none"> Approval to grant a lease to St. Hilda's Disability Service at St. Martin's District Hospital, Athlone, Co. Westmeath for a term of 10 years with the lease being linked to the SLA for a nominal rent of €10 p.a.5.2 was proposed by P. Healy, seconded by J. Hennessy and agreed. <i>Directorate Decision No.22.10(29)2014</i> Approval of the disposal of Glenties Health Centre to the Downstrands Family Resource Centre for the purposes of establishing a youth café was proposed by J. Hennessy, seconded by A. O'Connor and agreed. <i>Directorate Decision No.22.10(30)2014</i> Approval to lease a building at Lordship, Rampark, Jenkinstown, Dundalk, Co. Louth from Lordship Respite Limited (otherwise Maria Goreti Foundation) for the provision of services to children with disabilities was proposed by P. Healy, seconded by L. McGuinness and agreed. <i>Directorate Decision No.22.10(31)2014</i> <p>5.2 MoU between HSE Procurement and the Office of Government Procurement</p> <p>L. Woods briefed the meeting on the MoU. He confirmed the MoU had been considered by the Leadership Team and that engagement was ongoing with the OGP to finalise it.</p> <p><u>Action agreed:</u> It was agreed that L. Woods would conclude the engagement with the OGP and notify the Director General of any changes.</p>	L. Woods
8	Any Other Business	
	<ul style="list-style-type: none"> Legal Representation at inquests – the Director General informed the meeting that enquiries were being made with the State Claims Agency in relation to legal representation into Coroner's inquests with a view to making improvements to avoid unnecessary distress to families. Memorandum of Understanding (MoU) with Hospitals – T. O'Connell reported that an MoU to outline the roles and responsibilities of the HSE, Hospital Group Boards and Group CEOs, within the legislative framework is being developed. <p><u>Action agreed:</u> The MoU will be considered by the Leadership Team and submitted to the Directorate for approval.</p>	T. O'Connell

The meeting concluded at 10.40am

Signed:

Date:

Tony O'Brien
Chairman
