

## Minutes of the HSE Directorate meeting

Tuesday 20<sup>th</sup> May, 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** A. Fitzgerald, L. Kearns and D. Purcell (Secretary)

**Joined the Meeting:** B. O'Brien and V. Plant

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

Item	Discussion / Comments	Action
	The Director General reported that I. Carter and T. Byrne had formally resigned from the Directorate. It was noted that replacement appointments are a statutory matter for the Minister.	
<b>1</b>	<b>Minutes from previous meeting on the 29<sup>th</sup> April 2014</b>	
	The minutes of the Directorate meeting on the 29 <sup>th</sup> April 2014 were approved subject to minor drafting changes to Items 3.1 and 9	
<b>2</b>	<b>Report from Directorate Committee</b>	
	<b>Audit Committee meeting 12<sup>th</sup> May 2014</b> The draft minutes of the meeting of the Audit Committee on the 12 <sup>th</sup> May 2014 as circulated prior to the meeting were noted.	
<b>3</b>	<b>Briefing paper on revisions made to the HSE Annual Financial Statements 2013 (adopted by the Directorate on 31/03/14) arising from the Audit by the C&amp;AG</b>	
	V. Plant joined the meeting for consideration of this item and tabled at the meeting a paper setting out the audit adjustments arising since the AFS was formally submitted to the C&AG for audit on the 31 <sup>st</sup> March 2014. The reclassification/drafting changes to disclosure notes set out in the briefing paper and the drafting changes to the Statement of Internal Financial Controls were reviewed and noted. Approval for the accounting changes relating to increased tax accrual provision and provision for PCRS debtors (relating to rebate from pharmaceutical manufacturers) was proposed by S. Mulvany, seconded by J. Hennessy and agreed. <i>Directorate Decision No.20.05(18)2014</i>  The CFO reported that following a change to tax accrual treatment previously advised by the C&AG there will be a first charge on 2014 accounts as opposed to the 2013 Accounts. This matter is the subject of correspondence with DPER.  It was also noted that the AFS will be signed by the Director General and CFO and provided to the C&AG for issue of the audit certification. The AFS, including the audit certification will be included in the Annual Report and formally submitted to the Minister for approval.	
<b>4</b>	<b>Update on Standing Items</b>	

	<p><b>4.1 System Reform Programme</b> L. Kearns provided a status update on the overall Programme reporting in particular that the benefits realisation workshops were ongoing and that the first Steering Group meeting will take place on the 27<sup>th</sup> May.</p> <p><u>Action agreed:</u> It was agreed that a formal reporting process from the Steering Group to the Directorate will be established.</p> <p><b>4.2 Finance Reform Programme</b> S. Mulvany provided an update on the programme confirming that the work streams within the programme are progressing on target. He mentioned in particular that the business case is being finalised for submission to the DoH and that the top level structure and transitioning arrangements for the restructuring of the Finance Division's organisational design will be completed within 3-4 weeks.</p> <p><b>4.3 Implementation of HRA – Letter from DoH of 14<sup>th</sup> May 2014</b> B. O'Brien joined the meeting for consideration of this item.</p> <p>S. Mulvany updated on the work of the Interdepartmental Joint Monitoring Committee, and engagement with senior officials in DoH/Government in relation to HRA implementation.</p> <p>B. O'Brien updated on the engagement with trade unions on the HRA through the Joint Oversight Group.</p> <p>It was noted that Divisions were working on status updates for actions and the detailed plan for Acute Hospitals would be finalised today.</p> <p>The letter from the DoH of the 14<sup>th</sup> May 2014 was reviewed and CFO to respond to the letter on behalf of Director General. CFO confirmed the following would be submitted to the DoH and circulated to the Directorate:</p> <ol style="list-style-type: none"> <li>1. A draft detailed Acute Hospitals HRA implementation plan.</li> <li>2. Updates relating to the actions for the other service divisions as per the Stage III implementation plan.</li> <li>3. A report on progress against all NSP 2014 cost savings measures, including the HRA.</li> <li>4. An overall report on delivery of HRA savings targets.</li> </ol>	<p><b>L. Kearns</b></p>
<b>5</b>	<b>Performance Reporting</b>	
	<p><b>Performance Assurance Report – March 2014</b> L. McGuinness/S. Mulvany presented the key messages on service performance, employment and finances in the March 2014 performance assurance report, highlighting in particular the changes in relation to service level arrangements and the inclusion of HRA reporting for in the Finance report.</p> <p><u>Action agreed:</u></p> <ul style="list-style-type: none"> <li>• Following consideration, the Performance Assurance Report was approved. L. McGuinness and P. Connors to arrange publication.</li> </ul>	<p><b>L. McGuinness/ P. Connors</b></p>

<b>6</b>	<b>Commissioning Framework</b>	
	<p>L. McGuinness presented the paper circulated prior to the meeting setting out the preliminary research undertaken to explore the development of commissioning in other jurisdictions and to define what commissioning will look like in the Irish context and how the many areas of expertise currently within the health services can be aligned to a commissioning model during 2014 was considered.</p> <p>The proposals in the paper setting out how this work will be progressed in 2014 were welcomed and endorsed.</p>	
<b>7</b>	<b>Proposal for Delisting of Reimbursable Drugs/Medicines</b>	
	<p>J. Hennessey spoke to the paper circulated prior to the meeting. He reported that the Service Plan 2014 contains a target of €10m cost reduction under the heading of delisting of reimbursable products. The new legislation (Health (Pricing &amp; Supply of Medical Goods) Act 2013) now makes legal provision for the delisting of products from the list of reimbursable items. He confirmed that four products were being considered for delisting.</p> <p><u>Action agreed:</u> J. Hennessey to review the proposals for delisting and submit recommendations for consideration by the Directorate at a meeting to be arranged.</p>	<b>J. Hennessey</b>
<b>8</b>	<b>Primary Care Strategy – Update: Terms of Reference for the Review of Primary Care: A New Direction</b>	
	<p>The terms of reference as circulated prior to the meeting for a review by the DoH of the current primary care model of service delivery to devise a renewed Primary Care Model of service delivery and a three-year implementation plan were noted.</p> <p><u>Action agreed:</u> J. Hennessey to engage with regional and area managers to ensure that the ongoing delivery of the primary care strategy is not affected during the review process.</p>	<b>J. Hennessey</b>
<b>9</b>	<b>Any Other Business</b>	
	<ul style="list-style-type: none"> <li>• <b>Draft minutes of meeting of the DoH MAC/HSE Directorate on the 17<sup>th</sup> April 2014</b> – Secretary to engage with DoH officials to finalise and circulate.</li> <li>• Quality and safety to be a specific standing item on the Directorate agenda. Secretary to continue to engage with P Crowley to finalise reporting process.</li> </ul>	<b>P. Crowley</b>

The meeting concluded at 11.30am

Signed:

Date:

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Tony O'Brien  
Chairman