

**NIMC Steering Committee**  
**Minutes 11 December. 11am – 1pm**  
**Microsoft Teams VC Platform**

**Attendees:**

**Members:** Mr John Saunders (Chair), Ms Fiona Coyle, Ms Aisling Culhane, Ms Kerry Cuskelly, Mr Maurice Dillon, Dr Joseph Duffy, Dr Daniel Flynn, Dr Siobhan MacHale, Mr Dave Maguire, Mr John Meehan, Dr Amir Niazi, Ms Caroline Pigott, Mr Ian Power, Mr Jim Ryan, Mr Michael Ryan, Dr Anne Marie Waldron.

**In attendance:** Minister Mary Butler TD, Mr Colm Desmond (DoH), Dr Philip Dodd (DoH Mental Health Unit), Ms Emily Flaherty (DoH Mental Health Unit), Ms Kate Mitchell (Ministerial Advisor).

**Apologies:** Dr Brian Osborne

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1. Introduction from Minister Butler.
  - Minister Butler welcomed everyone to the inaugural meeting of the NIMC Steering Committee, noting the momentous nature of the event, and the wealth of experience of members.
  - Minister Butler thanked all NIMC members, and all involved and present for participating and for their work both in getting the Steering Committee set up and more generally in mental health space.
  - Minister Butler expressed her support for the work of the Steering Committee and expressed her confidence in the Chair. Minister Butler also noted the impressive experience of those on the Specialist Group Panel.
  
2. Introduction from the Chair, Mr John Saunders.
  - Housekeeping and introductions
    - The Chair invited members and guests to introduce themselves, noting the wealth of experience of those present.
    - The Chair discussed *housekeeping* matters to ensure smooth running of meeting and future meeting(s).
    - The Chair advised that a member contact list will be issued to all members; with regards GDPR, consent will be assumed unless members decide to opt out by contacting the Secretariat.
    - **Action: Secretariat to issue contact list.**
  - Terms of Reference
    - The Chair outlined that the Terms of Reference (ToR) have been developed out of Sharing the Vision (STV), and that STV would build on the work of AVFC.
    - The Chair outlined the role of the NIMC Steering Committee, as an oversight group that will help to steer implementation.
    - The HSE will set up the HSE Implementation Group (HIG) to implement the recommendations of the policy, most of which fall under the Executive's remit. The NIMC Steering Committee will work in partnership with the HIG. The ethos of the NIMC is one of partnership, focused on the outcomes achieved for users of services.
    - The NIMC Steering Committee will also work in partnership with the Specialist Group Panel. The Specialist Group Panel is not limited but can be added to, as need be.

- The NIMC Steering Committee will also work with a separate Reference Group, involving service users and family members and carers, who will give their considered view on the implementation.
  - Ms Coyle queried whether the ToR could be discussed further. The Chair noted that the ToR have now been approved by the Minister, but the Chair indicated that he was willing to consider the comments of members on the ToR
  - **Action: Secretariat to put ToR as agenda item at future meeting.**
  - Confidentiality
    - The Chair outlined that everything discussed at meetings is confidential, bar the minutes, which will be published on the DoH website, once approved.
    - The Chair proposed that the Chair will act as spokesperson for the NIMC, and he will designate further spokesperson(s) as appropriate.
    - The Chair advised that a Press Release about the Steering Committee meeting would be released including member names; consent would be assumed unless members decided to opt out by contacting the Secretariat.
  - Membership function
    - The Chair outlined that it is intended that members are not present to represent their nominating organisations, but instead contribute by sharing their professional and related expertise and practical background experience, in order to be representative of the sector at large.
  - Minister Butler, Mr Desmond and Ms Mitchell left the meeting.
3. Work schedule
- Reporting Methodology
    - The Chair outlined, per the ToR and the STV, the role of the HIG, and its status in relation to the HSE and the NIMC, specifically with regards reporting structures.
    - The HSE is required to establish the HIG, which will lead implementation of the policy within the HSE, within which, it will require a significant degree of independence within the HSE to enable it to interrogate all relevant HSE directorates on implementation commitment
    - The HIG will participate in the NIMC Steering Committee, and report to both the NIMC Steering Committee and the HSE National Director of Community Operations, on implementation and KPIs.
  - NIMC Members from the HSE outlined their thoughts with regards the reporting methodology & work plan.
    - Mr J. Ryan noted that the HSE would be putting in place the HIG shortly and would begin the implementation process.
      - There is a need to put into place a governance structure and an implementation plan to guide the next 3 years. The implementation plan would need to align to service plan and corporate plan.
      - As the HIG will report to the NIMC SC, a reporting structure will be necessary to ensure the HIG is meeting objectives, and to ensure year-on-year planning.
    - Mr Meehan gave an overview of the draft HSE Mental Health Service Plan 2021, which is not yet published. Mr Meehan noted the importance of any monitoring framework monitoring service user outcomes.

- Mr M. Ryan outlined that the HSE has much implementation experience, and knowledge of inhibitors/enablers, which will enable the creation of a practical implementation plan.
- Mr Dillon raised the issue of the Implementation Roadmap at the back of the STV document (Appendix III). The Chair and Mr Meehan clarified that the HIG implementation plan will form the basis of the implementation of STV.
- Mr J. Ryan noted that the role of the Steering Committee was to hold the HSE accountable, and additionally to support the HSE/HIG in implementation by exercising its ability to be powerful enablers
- **Action: HSE to discuss Service Plan in detail in Jan meeting**
- **Action: HSE to discuss HIG, Reporting Methodology & development of Implementation Plan at next meeting.**
- The question of funding was raised.
  - Dr MacHale commented that, in her opinion, during COVID, significantly more (COVID specific) funding had been put into Acute Hospital services compared to Mental Health Services.
  - Mr Meehan advised that some COVID funding is 'one off', and Dr Niazi commented that the COVID funding for Acute Hospital Services includes PPE and testing, resources/services to which mental health services also have access.
  - Dr MacHale expressed concern regarding the status of the National Clinical Programme for Eating Disorders in the HSE Mental Health Service Plan 2021.
  - Mr Meehan and Dr Niazi advised that the National Clinical Programme for Eating Disorders and others are still being prioritised, with Mr Meehan noting the challenge of recruitment and workforce planning.
  - Mr J. Ryan noted the importance of focusing on the next 10 years for Policy implementation, rather than just 2021.
  - Mr Power raised the issue of costing and budgetary allocation for the lifetime of the policy. Mr Maguire outlined that some of the short-term recommendations (based on Appendix III of StV) have been costed and that the work of the group will inform the 2022 estimates process, noting that €23 million had already been allocated for the implementation of STV in 2021.

#### 4. Possible Future Business

- Oireachtas
  - The Chair outlined that the Committee may be asked at some point to present at a relevant Oireachtas Committee.
- Engaging with other Government Departments
  - The Chair outlined the importance of involving other Government Departments in the work of STV, noting that the need for clarity and a plan of action.
  - Ms Coyle noted the need for this to be a future agenda item.
  - Ms Culhane noted that there was a communication piece around communicating with other Departments, noting the need to establish links in near future.
  - Mr Maguire noted that a more focused role is envisaged for Departmental members.
  - **Action: Secretariat to put engagement with other Departments on Jan meeting Agenda.**
- Specialist Groups

- The Chair outlined that the Specialist Groups would be an important component of implementation of STV. While the logistics are to be resolved, it is envisaged that specialist groups would be developed on specific actions, which would report both to the HIG and the Steering Committee.
- **Action: HSE to discuss HIG position on specialist groups in Jan Meeting.**
  - In a later discussion with the Chair, it was decided to postpone this discussion until the February Meeting (17 December 2020).
- **Action: Secretariat to put formulation of Specialist Groups on Feb meeting Agenda**
- Reference Group
  - The Chair outlined that the proposed Reference Group would reflect the voices of the service user and family member and carers, in line with the focus in STV on the service user and envisaged significant input from Mr M. Ryan.
  - Mr M. Ryan noted that there were templates available for a reference group that was previously in the HSE.
  - Ms Cuskelly asked for a visual of the relationship between the various groups, to understand where everything fits in.
  - **Action: Secretariat to create infographic/documentation on relationship between NIMC structures.**

5. Dates next meeting:

- The Chair proposed meeting on the 2<sup>nd</sup> Friday of the month, at 11am-1pm on all occasions.
- The next meeting will be held on 15 January.
- The Chair outlined that there would be flexibility around meeting dates and times, as need be.
- **Action: Secretariat to issue schedule of 2021 meetings.**

6. AOB

- Slaintecare
  - Ms Pigott gave an overview of Slaintecare in relation to mental health.
  - Ms Culhane noted the need for a communication piece with regards STV and Slaintecare.
  - Mr Meehan noted the similarities between Slaintecare and STV i.e. population-based model, early intervention, increased role of primary care, noting the importance of adequately resourcing primary care.

The Chair closed the meeting at 1.03pm.

Chair Signature & Date

Minutes Approved by Chair and NIMC Steering Committee, 15/01/2021

### Actions Arising from the Meeting

No.	Action	Responsibility	Timeframe
1	Secretariat to issue contact list	Secretariat	15.01.2021
2	Secretariat to put ToR as agenda item at future meeting.	Secretariat	15.01.2021
3	HSE to discuss Service Plan in detail in January meeting	HSE	15.01.2021
4	HSE to discuss HIG, Reporting Methodology & development of Implementation Plan at next meeting	HSE	15.01.2021
5	Secretariat to put engagement with other Departments on January meeting Agenda.	Secretariat	15.01.2021
6	HSE to discuss HIG position on specialist groups in Jan Meeting ( <i>it was decided to postpone this discussion to February Meeting</i> )	HSE	12.02.2021
7	Secretariat to put formulation of Specialist Groups on February meeting Agenda	Secretariat	12.02.2021
8	Secretariat to create infographic/documentation on relationship between NIMC structures.	Secretariat	15.01.2021
9	Secretariat to issue schedule of 2021 meetings.	Secretariat	15.01.2021