

**Minutes of the 26<sup>th</sup> Meeting of the Public Health Agency board held at 1:30pm Thursday 17 February 2011, in the Bann Room, Farset International, 466 Springfield Road, Belfast, BT12 7DW**

**PRESENT:**

- Ms M McMahon - Chair
- Dr E Rooney - Chief Executive
- Mr E McClean - Director of Operations
- Dr C Harper - Director of Public Health/Medical Director
- Mrs M Hinds - Director of Nursing & Allied Health Professionals
- Mrs J Erskine - Non-Executive Director
- Cllr C Mullaghan - Non-Executive Director (Arrived at 3:15pm)
- Cllr S Nicholl - Non-Executive Director
- Mr T Mahaffy - Non-Executive Director
- Mr R Orr - Non-Executive Director
- Dr J Harbison - Non-Executive Director

**IN ATTENDANCE:**

- Mr P Cummings - Director of Finance, HSCB
- Mrs F McAndrews - Director of Social Care & Children, HSCB
- Mrs V Wallace - LSA Midwifery Officer
- Mr E Ritson - Programme Director, ECCH
- Dr R Smithson - Consultant in Public Health
- Ms J Jackson - Chief Executive's Office/Committee Manager
- Mrs H Quigley - Secretariat

**APOLOGIES:**

- Mrs M Karp - Non-Executive Director
- Mrs M Hully - Chief Executive, Patient & Client Council

**15/11**

**Chair's Business**

The Chair welcomed members to the meeting and asked if anyone had any interests to declare before the meeting commenced. None was declared.

The Chair circulated a revised calendar of board meetings for 2011-2012 and drew member's attention to the board meeting for April 2011. The venue for the meeting has been moved

**Action**

from Belfast to Armagh to facilitate a presentation by Sixth Sense, a group supported by PHA. The May meeting has been switched from Armagh to Belfast.

Chair also outlined proposals for workshops from March to June 2011 and sought agreement for the topics put forward. These were agreed and Chair notified members that the schedule would be circulated the following day.

Ms Jackson

Ms McMahan then detailed several appointments she had attended or is due to attend as follows:

07.02.11 AMH Manifesto 2011 - Long Gallery

23.02.11 NICON Conference: Chair advised that enrolment for the conference is still open and asked those members who had not responded to their invites to please do so.

Chair concluded by offering congratulations on behalf of the board to Dr Harper and to those working in drafting and designing the Director of Public Health Report. All agreed that the report was extremely informative.

#### **16/11 Chief Executive's Business**

The Chief Executive commenced by extending his thanks and congratulations to Dr Harper on the DPH Report. He then updated members on a number of appointments he had attended since the last PHA board Meeting (20.01.11). These were as follows:

21.01.11 New Life Garden: Dr Rooney attended the inauguration of a memorial garden to Organ Donation in Kiltonga, Newtownards.

28.01.11 Zest/Shine Project: This had been a very worthwhile visit with discussion around the work on alcohol, drugs and suicide prevention carried out by the group.

02.02.11 Official Opening of Bamford Centre for Mental Health & Wellbeing: Dr Rooney noted the high expectation that the opening of the centre had raised. Dr Harbison indicated that the Group would be keen to make a presentation to the PHA board and members agreed that this would be welcome.

14.02.11 Meeting with Youth Justice Team: Dr Rooney, Mary Black and Molly Kane had met the team to discuss where PHA & Youth Justice work overlaps, and how the two could work in partnership.

Ms Jackson

**17/11 Minutes of the PHA board Meeting held on 20 January 2011.**

Members agreed the minutes of the meeting of 20 January 2011 as an accurate record and the minutes were duly signed by the Chair.

**18/11 Matters Arising**

Chief Executive's Business - Media Update

During the January 2011 board Meeting, Dr Rooney had circulated a paper to members detailing the number of media mentions/interviews carried out by PHA in the period November 2010-January 2011. Mrs Erskine had requested that similar information be provided for Freedom of Information requests and Assembly Questions.

Mr McClean informed members that a process is currently being drafted and information will be shared once this is complete.

Mr McClean

117/10 Care of the Elderly

Following discussion after January's board Meeting it was agreed that a separate meeting should be set up to discuss how PHA should take this matter forward. A meeting is arranged for 25 February 2011 from 10:00am - 12:00noon.

Consultation on Departmental Draft Budget

Following January's board Meeting it was agreed that PHA board should submit a response to the DHSSPS consultation.

A draft response was circulated to members and discussed at February's board workshop. Members forwarded further comments to Mr McClean and a final response was submitted to the Department on 16 February 2011.

**19/11 Finance Report (PHA 01/02/11)**

Mr Cummings briefed members on the PHA financial performance report up to 31 December 2010. He highlighted the following:

- As of end December 2010, an underspend has arisen in salaries & wages as a result of vacancies. As a significant amount of the underspend has been surrendered to DHSSPS, the remaining amount is modest;
- In addition to an underspend of £200k in goods and services, there is an overall underspend of £204k for the

period ending 31 December 2010;

- Programme Expenditure - Mr Cummings notified that in 2010-11 financial year, there is a requirement for PHA to deliver an additional £1.5m of programme efficiency savings. Finance continues to work with programme managers to ensure that all programme funds will be fully deployed in 2010-11 and current feedback indicates that this will be the case.

Mr Cummings also referred to the current review being carried out by Sir John Appleby which is due to complete before the Assembly arises for the election. He also drew members' attention to the McKinsey report which has been published and offered to present the findings of the paper to members if required.

It was agreed that the link to the document should be forwarded to board members in order that they can consider the report and decide whether a presentation is required.

Ms Jackson

## **20/11 Performance Monitoring Report - Quarter Ending December 2010 (PHA 02/02/11)**

Mr McClean highlighted the key issues in the report which summarises both the PFA targets reported to DHSSPS and the wider PHA Corporate targets agreed in the Business Plan 2010/11.

### PFA Targets

There are 33 targets of which 19 are green, 11 amber and 3 red. The red targets are:

- Plan to take forward obesity prevention strategic framework;
- Reducing the rate of suicide to 14.5 per 100,000 of the population;
- Bowel screening programme.

Dr Harper asked members to note that in respect of the Bowel Screening Programme, the PHA Programme Board in collaboration with the PMSI Directorate of the HSCB, have initiated urgent action in respect of a recovery plan for waiting times in endoscopy. In common with other services, waiting times in endoscopy have increased to over 36 weeks and the Project Board are working to reduce these times in cooperation with Trusts and HSCB.

### Corporate Targets

There are 28 targets of which 20 are green, 7 amber and 1 red. The red target is:

- Ensuring no patient waits for more than 9 weeks from referral to commencement of AHP treatment.

Investment was made last year to help Trusts meet and maintain the 9 week target and discussion is ongoing to help Trusts ensure the investment has been realized and around vacancy control impact on the waiting lists.

Members noted the paper without further amendment.

### **21/11 Statutory Supervision of Midwives NMC Review of the LSA 2011 (PHA 03/02/11)**

Mrs Verena Wallace presented the paper to the board and updated members on progress against the recommendations of the last Nursing & Midwifery Council (NMC) reviews in NI in 2009. She also detailed the preparation and plans for the NMC review of the PHA (in its role as the Local Supervising Authority) in relation to the supervision of midwives which is due to take place 22-24 March 2011.

Dr Rooney thanked Mrs Wallace and Mrs Hinds for the considerable work they had carried out to ensure that the NMC recommendations had been met. He asked Mrs Hinds to update the board following the visit of the NMC in March 2011.

Mrs Hinds

### **22/11 ECCH – Remote Telemonitoring NI (RTNI) Business Case (PHA 04/02/11)**

Mr Ritson advised members that the business case presents the opportunity for the establishment of a remote telemonitoring service for Northern Ireland with the capacity to meet the needs of 3000-4000 people. He highlighted the benefits of approving the case as follows:

- Efficiency - the service will improve the amount and frequency of information enabling better use of scarce resources;
- Safer Service - improved clinical information will result in enhanced clinical decision making;
- Increased Accessibility - improve patient access to services;
- Promote self management - patients will have access to their own monitoring data increasing awareness of their condition;

- Improve Knowledge Base – central data collection and storage will create a large evidence base.

In identifying all options, the business case outlines financial and non-monetary benefits, and in both cases Telemonitoring is the preferred option. Mr Ritson advised members that the maximum anticipated investment in the contract will be £2.7 million per annum.

Members asked Mr Ritson to clarify the approval process for the case; Mr Ritson confirmed that if the board approve the case, it will pass to the Department for consideration and final approval. This approach was agreed by the Department and endorsed by Paul Cummings and the RTNI Project Board.

Questions were also raised on what arrangements are in place to evaluate the success of the scheme and whether it meets the identified needs. Mr Ritson confirmed that there are plans for an independent evaluation of the process and while there are no separate funds allocated for that purpose, he anticipates that there should be adequate slippage to fund an evaluation.

The business case was approved by members subject to confirmation of an independent evaluation being carried out which centres around the experience of the user. Dr Rooney asked Mrs Hinds and Mr Ritson to return to the board with plans for the evaluation.

Mrs Hinds/  
Mr Ritson

## 23/11 HCAI Monthly Report (PHA 05/02/11)

Dr Harper reported to members on HCA1 report - January 2011.

The report included the following:

- CDI & MRSA Progress Charts;
- Performance Exception Reports;
- HCAI SAIs;
- Items to Note;
- Changing the Culture 2010.

Dr Harper drew members' attention to the MRSA NI figure which is not on target largely due to the NHSCT. She also confirmed that *Clostridium Difficile* (CDI) cases in the Northern Trust continue to be out of line with other Trusts.

Dr Harper assured members that PHA are continuing to meet the NHSCT to review progress and will continue to monitor the situation very closely.

**24/11 Health Protection Service Directorate Update February 2011 (PHA 06/02/11)**

Dr Richard Smithson gave members an update on the following issues:

- Progress in Health Protection Service Development & Update on Incident Response;
- Immunisation update;
- Update on HCAs;
- Update on Emergency Preparedness and Pandemic Plan.

The Chair referred to the Workshop on Childhood Immunisation held in N&W Belfast on 19 January 2011; this had been held due to poor uptake rates in the area. Ms McMahon asked if the workshop had been successful in attracting those practices that had poor uptake of Childhood Immunisation.

Dr Smithson informed that not all GPs in the area had attended and as a result, he had carried out a number of individual visits to targeted practices in the N&W area. GPs in the area had been very receptive to PHA recommendations on these visits.

Mr Cummings enquired how PHA establish the number of vaccines to order; given the current financial climate, he suggested that PHA may wish to place this on the Risk Register for 2011-2012 and perhaps consult with the board.

Dr Harper

**25/11 Oral Reports from board Committees**

**1.1 Research**

Mr Harbison advised that a meeting of the Research & Health Intelligence Committee had taken place on 15 February 2011 and circulated minutes for board members' information.

He shared a revised Remit & Constitution for the group, along with a draft HSC R&D Governance Framework, and asked members to approve both.

Members suggested an amendment to section 1.6, to include specific reference to a social care representative in the Composition of the Committee. Subject to the amendment, the 2 papers were approved.

## 1.2 Early Years

Mr R Orr reported back on the work on the Child Development Project Board in relation to the work on Early Years. He spoke of the enthusiasm of the members representing the various agencies involved and reminded members that Phase 1 of both Practice Nurse Partnership (Western Trust Area) and Roots of Empathy (South Eastern Trust) had been launched. In relation to FNP, Mrs Hinds had announced that the first young family had been matched to a nurse.

Mr Orr stressed the importance of the work of the Project Board being linked with the Regional Children Services Planning and also the Safeguarding Board.

## 1.3 Local Government

Ms McMahon advised that a meeting has been organised for 10 March 2011 to discuss the way forward for this committee.

### **26/11 Date, Time and Venue of Next Meeting**

**Date:** 24 March 2011

**Time:** 1:30pm

**Venue:** Conference Room A  
NICVA  
61 Duncairn Gardens  
Belfast  
BT11 2GB

Signed by Chair: \_\_\_\_\_

Date: \_\_\_\_\_