

Minutes of the Twelfth Meeting of the Public Health Agency board held at 10.15 am on Thursday 18 February 2010, in the Oak Room, Lagan Valley Island Conference Centre, The Island, Lisburn, BT27 4RL

PRESENT:

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

IN ATTENDANCE

Mr P Cummings	Director of Finance, HSC Board
Ms M Hully	Chief Executive, Patient and Client Council
Mr R Dixon	Patient and Client Council (for item 18/10)
Mr M Meehan	PHA Investing for Health Manager (Belfast area)
Ms A Graham	PHA Area Information Officer (for item 21/10)
Mr S Devlin	BSO (for item 20/10)
Ms H Fyfe	Secretariat
Mrs C McAuley	Secretariat

APOLOGIES

Mrs F McAndrew	Director of Social Care and Children, HSC Board
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Dr Harbison joined the PHA board meeting at 11.55 am.

13/10 **Chair's Business**

The Chair welcomed members to the meeting.

The Chair gave an update of appointments since the last PHA board meeting (21/01/10).

22 January - Vital Links/NICVA

26 January - Ms Etain O'Kane
(LASI) Lesbian Advocacy Services Initiative

28 January - (WHEAP) Western Home Environmental
Assessment Project

8 February - Vivian McConvey (VOYPIC)

15 February - Quality Strategy Workshop

The Chief Executive gave an update of appointments since the last PHA board meeting (21/01/10).

1 February - Tobacco Control Workshop

10 February - Drugs & Alcohol, Suicide and Self Harm

14/10 **Minutes of Meeting held on 21 January 2010**

Members agreed the minutes of the meeting of 21 January 2010 as an accurate record and the minutes were duly signed by the Chair.

15/10 **Chief Executive's Business**

The Chief Executive provided members with an update of the Strabane District Council Future Search Workshop on 21 – 23 February.

He reported it to be an energising and very impressive event and some of the ideas generated could be carried forward through PHA and joint actions developed from it.

16/10 **Matters Arising from Previous Meeting**

The Chief Executive advised members a delay had occurred regarding Job Descriptions for PHA Staffing Structures Tier 4. He advised members negotiations were ongoing with Staff side regarding pooling, matching and bands.

The Chief Executive advised that he had asked that Human Resources representative from the BSO update the Agency Management Team on 23 February regarding

progress as a matter of urgency.

In response to a question, the Chief Executive advised this item would be reflected as a High in the PHA Risk Register. Dr Rooney

17/10 **Finance Report PHA 01/02/10**

Mr Cummings updated members on the Financial Performance Report PHA 01/02/10. He advised that the PHA would not be in an overspend position at 31 March on the basis of current information.

18/10 **Priorities for Action – Patient Client Council PHA 02/02/10**

Ms Hully introduced Mr Richard Dixon to members.

Mr Dixon gave a presentation on research into the attitudes of the public on Priorities for Action (02/02/10).

Mr Dixon advised members that these findings had been put into report form and submitted to the DHSSPS.

Mr Dixon advised members the purpose of the report was to make people aware of existing targets and their content, to ask about recent experiences of changes in Health and Social Care and to ask people what their priorities would be for Health and Social Care.

Mr Dixon advised members of the method, questions, outcomes, key messages and recommendations.

Members raised number of issues including care plans, process of engagement, involvement of PHA, RQIA and other stake holder organisations.

Following discussion it was agreed the Public Health Agency (PHA), Health and Social Care Board (HSCB) would work collaboratively together to take forward this work.

The Chair thanked Ms Hully and Mr Dixon for the informative presentation and members endorsed the recommendations.

19/10 **Performance Report – PFA Monitoring Report (Quarter Ending 31.12.09 PHA 03/02/10**

Mr McClean presented the Performance Report – PFA

Monitoring Report (Quarter Ending 31.12.09) (03/02/10) to members.

During discussion members asked that each area has a supporting context to enable full understanding of the statistics, together with an outline of any mitigating actions. Members approved the document subject to amendments.

20/10

Service Level Agreement with Business Service Organisation PHA 04/02/10

Mr Shane Devlin gave an overview of the Business Services Organisation and Public Health Agency Service Level Agreement 1 April 2009 – 31 March 2010. (04/02/10).

Mr Mahaffy expressed serious concern at the implications of the equality sections in the SLA for the Agency's Section 75 duties. He stated that the key issue is who retains ownership, leadership and accountability on equality issues.

Dr Rooney

It was agreed an urgent meeting would be arranged with Dr Rooney, Mr David Bingham and Mr Thomas Mahaffy regarding these concerns.

Members approved the document subject to clarification on equality sections in service level agreement.

21/10

Health Inequalities and Early Years Proposal PHA 05/02/10

Dr Harper introduced Mr Maurice Meehan and Ms Adele Graham to members.

Mr Meehan gave a presentation on Health Inequalities in NI and proposed actions focusing on early years intervention, family support and poverty.

The board welcomed the ideas outlined and looked forward to the development of costed Business Plan.

The Chair thanked Mr Meehan for his informative presentation.

22/10 **Joint Commissioning Plan Update**

The Chief Executive advised members a joint HSCB/PHA workshop is planned for March to discuss the Commissioning Plan 2010/2011. The date will be provided to members at the earliest opportunity.

23/10 **Date and time of next meeting**

The next meeting will be held on Thursday 18 March at 1.45 pm (Confidential Session if required), 2.15 pm for public session. Venue: Conference Room, Public Health Agency, 18 Ormeau Avenue, Belfast.

Signed: _____ (Chair) Date: _____

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