

Title of Meeting	Special Meeting of the Public Health Agency Board
Date	7 July 2020 at 1.30pm
Venue	Fifth Floor Meeting Room, 12/22 Linenhall Street, Belfast

Present

Mr Andrew Dougal	- Chair
Mrs Olive MacLeod	- Interim Chief Executive
Mr Edmond McClean	- Interim Deputy Chief Executive / Director of Operations
Mr Rodney Morton	- Director of Nursing and Allied Health Professionals
Professor Hugo van Woerden	- Director of Public Health
Alderman William Ashe	- Non-Executive Director
Mr John-Patrick Clayton	- Non-Executive Director
Ms Deepa Mann-Kler	- Non-Executive Director
Professor Nichola Rooney	- Non-Executive Director
Mr Joseph Stewart	- Non-Executive Director

In Attendance

Dr Aideen Keaney	- Director of Quality Improvement
Mr Paul Cummings	- Director of Finance, HSCB
Ms Marie Roulston	- Director of Social Care and Children, HSCB
Mr Robert Graham	- Secretariat

Apologies

Alderman Paul Porter	- Non-Executive Director
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1 Item 1 – Welcome and Apologies

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 Alderman Paul Porter was unable to join the meeting due to technical issues.

2 Item 2 – Declaration of Interests

- 2.1 The Chair asked if anyone had interests to declare relevant to any items on the agenda. No interests were declared.

3 PHA Annual Report and Accounts 2019/20

- 3.1 Mr McClean took members through the final draft Annual Report. He noted that in a previous draft there was a brief overview of COVID-19 in the Chair's foreword, but given the significance of the pandemic, it was felt that this needed to be strengthened further in order to highlight the emergency planning arrangements being put in place during 2019/20 and that next year's report will contain more information.
- 3.2 Mr McClean explained that the first section of the Report gives an overview of the progress made against each of the objectives in PHA's Corporate Plan.
- 3.3 Under outcome one, "All children and young people have the best start in life", Mr McClean noted that there is a sense that a lot of PHA's work is carried out collaboratively and he referenced the Learning Without Walls initiative. He also made reference to the CHITIN work under Research and Development, and also the Family Nurse Partnership programme.
- 3.4 Within outcome two, "All older adults are enabled to live healthier and more fulfilling lives", Mr McClean highlighted progress work in the area of frailty. He moved onto outcome three, "All individuals and communities are equipped and enabled to live long healthy lives", he referenced the Making Life Better network, the small grants programme and prison healthcare.
- 3.5 Mr McClean noted that there was a range of initiatives that took place under outcome four, "All health and wellbeing services should be safe and high quality". Under outcome five, "Our organisation works effectively", he said that there had been work undertaken to further develop outcomes based approaches.
- 3.6 The Chair asked about the Family Nurse Partnership programme and its funding. Mr Morton advised that this year there was Transformation funding available to support the programme, but this is non-recurrent. So he said that a case is needed in order to extend the programme across all 5 Trusts. The Chair asked whether the funding could become recurrent, but Mr Morton pointed out that this will be one of many service pressures. Ms Mann-Kler expressed concern about not having specific numbers about the programme and that there is something about communicating with key stakeholders. She said that this programme is having an impact and is changing people's lives. Mr Morton advised that the Chief Nursing Officer is committed to getting a socio-economic evaluation carried out. He added that it is easier to articulate the stories, but that if an evaluation could be carried out this could demonstrate the benefits of the programme and provide justification for funding. The Chair asked how long this study would take. Mr Morton suggested that the evaluation would have to follow the story of participants over a period of a couple of years.
- 3.7 Mr Cummings took members through the financial performance section of the Report and noted that the prompt payment performance ended the year slightly below the 95% target. He moved onto the Governance Statement and the

assurances contained within that have been given by both Internal and External Audit. He highlighted the internal governance divergences, noted that there was an extensive narrative on COVID-19 which has been agreed across all HSC organisations, He then went through the remuneration report, staff costs and staff numbers.

- 3.8 Mr Cummings advised that there had been no changes to the financial statements and that PHA had finished the financial year with a surplus of £119k. He noted that there was a technical breach due to a slight overspend in the capital budget and this was reported to the Governance and Audit Committee last week.
- 3.9 Mr Stewart reported that the Governance and Audit Committee had considered the Report and Accounts in detail and that the Northern Ireland Audit Office had given an unqualified audit opinion. He commended staff for this outcome and he noted that the timescale for completing the audit was tighter this year and most of the audit was conducted remotely.
- 3.10 The Chair endorsed Mr Stewart's remarks and thanked the Director of Finance for these very positive outcomes. He also paid tribute to the members of the governance and committee for their work throughout the year. Mr Cummings said that it was worth noting that there were no Priority 1, 2 or 3 recommendations. Mr McClean added his thanks to the programme managers for getting work completed during the early days of the COVID-19 response.
- 3.11 The Chair expressed his thanks to Dr Adrian Mairs for the period he acted as Director of Public Health, and also to Mrs Mary Hinds for her 10 years' service as Director of Nursing, and to Mrs Valerie Watts for acting as Chief Executive of both HSCB and PHA supported by Mr Cummings and Mr McClean. He welcomed that Mrs MacLeod, Mr Morton, Professor van Woerden and Dr Keaney had all joined the Agency during 2019/20 and that it had been a challenging year for the Agency, with the current year being even more challenging to date.
- 3.12 The Board **APPROVED** the Annual Report and Accounts for 2019/20.

4 Item 4 – Any Other Business

- 4.1 There was no other business.

5 Item 5 – Details of Next Meeting

Thursday 20 August 2020 at 1:30pm

Fifth Floor Meeting Room, 12/22 Linenhall Street, Belfast, BT2 8BS

Signed by Chair:

A handwritten signature in cursive script, appearing to read "Ann Douglas".

Date: 20 August 2020